

**REORGANIZATION MEETING AGENDA**  
**Monday, January 4, 2021**

**Reorganization Meeting**  
**Mayor and Council**

**Borough of Chatham**  
**54 Fairmount Avenue**  
**Chatham, NJ 07928**

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**OATHS OF OFFICE – ELECTED OFFICIALS**

Council Member Frank Truilo  
Council Member Leonard Resto

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**CALL MEETING TO ORDER**    The Reorganization meeting will be called to order at 6:00 p.m.

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**INVOCATION**

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**ADEQUATE NOTICE**

Pursuant to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-7 et seq., adequate notice of this Reorganization meeting has been provided by including same in the Annual Notice, copies of which were posted on the Municipal Bulletin Board on the main floor of Borough Hall, emailed to the Daily Record, the Star Ledger, the Chatham Courier, the Chatham Patch, and TAPinto Chatham and filed with the Borough Clerk, all on January 08, 2020.

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**ROLL CALL**

Mayor Thaddeus J. Kobylarz  
Council Member Jocelyn Mathiasen  
Council Member Carolyn Dempsey  
Council Member Karen Koronkiewicz  
Council Member Irene Treloar  
Council Member Leonard Resto  
Council Member Frank Truilo  
Stephen W. Williams, Borough Administrator  
Tamar Lawful, Borough Clerk  
Matthew J. Giacobbe, Borough Attorney

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**RESOLUTION #21-01**

**RESOLUTION TO ADOPT COUNCIL MEETING MINUTES**

**BE IT RESOLVED** by the Council of the Borough of Chatham that the minutes from the following meeting are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

December 28, 2020

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**PROFESSIONAL SERVICE CONTRACTS**

**RESOLUTION #21-02**

**RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN PROCESS PROFESSIONAL SERVICES CONTRACTS FOR THE YEAR 2021 FOR THE COMPANIES AND INDIVIDUALS REFERENCED HEREIN**

**WHEREAS**, there exists a need to enter into non-fair and open professional services contracts for the year 2021 pursuant to the provisions of N.J.S.A. 40A:11-5(1)(a); and

**WHEREAS**, such services constitute professional services as defined by the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) and N.J.S.A. 19:44A-20.5, which may be awarded without advertisement for bids or bidding in that the required services must be performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, of the performance of which requires knowledge of an advanced and specialized type; and

**WHEREAS**, the following professional services contractors possess the experience necessary in their respective profession and the Mayor and Council have determined that the award of the contract would be in the best interests of the Borough; and

**WHEREAS**, each of the herein referenced professional service contractors, its subsidiaries, assigns or principals controlling in excess of 10% of the firm have submitted to the Borough a Business Entity Disclosure Certification pursuant to the New Jersey Pay-to-Play Act, N.J.S.A. 19:44A-1 et seq., a completed Disclosure of Investment Activities in Iran pursuant to Public Law 2012, C.25, a New Jersey Business Registration Certificate, a completed affirmative action report (Form AA-302) and a completed W-9 form; and

**WHEREAS**, the Chief Financial Officer has certified that sufficient funds are available for the purpose of awarding each of the herein referenced professional services contracts, contingent upon the approval of the 2021 Budget, and has provided the maximum contract amount and budget account for the purpose of awarding each of the contracts.

**BE IT RESOLVED**, by the Borough Council of the Borough of Chatham that the following professional services contracts are hereby awarded for a one-year period:

<b><u>AWARDED TO</u></b>	<b><u>PROFESSIONAL SERVICE</u></b>	<b><u>MAXIMUM CONTRACT AMOUNT</u></b>
Cleary, Giacobbe Alfieri, Jacobs, LLC (Matthew J. Giacobbe)	Municipal Legal Counsel	\$72,000.00 Account: 1-01-20-155-201
Riker Danzig, LLP (James L. Lott, Jr., Esq.)	Special Legal Counsel	\$25,000.00 Account: 1-01-20-155-201

Rogut McCarthy LLC (Steve Rogut, Esq.)	Bond Counsel Services	\$6,000.00 Account: C-04-55-920-000
Greenbaum, Rowe, Smith & Davis LLP (Robert Goldsmith, Esq.)	Special Legal Planning Services	\$15,000.00 Account: 1-01-20-100-304
Topology (Philip Abramson)	Special Planning Services	\$20,000.00 Account: 1-01-20-100-302
Piazza & Associates (Frank Piazza, Jr.)	Affordable Housing Administrative Agent Services	\$5,000.00 Account: 1-01-20-100-300
Phoenix Consulting Group (Jon Rheinhardt)	Financial Consultant Services	\$5,000.00 Account: 1-01-20-130-223
Hendricks Appraisal Company, LLC (Mark E. Hendricks)	Property Appraisal and Litigation Consultant Services	\$15,000.00 Account: 1-01-20-150-223
Dorsey and Semrau, LLC (Frederick Semrau)	Special Counsel/Tax Appeals	\$10,000.00 Account: 1-01-20-150-223
Plosia Cohen, LLC (Plosia Cohen)	Employment/Special Labor Counsel	\$ 20,000.00 Account: 1-01-20-105-202
Robert Powell	Redevelopment Financial Advisor	\$10,000.00 Account: 1-01-20-105-302
Stickel, Koenig, Sullivan & Drill, LLC (Jonathan Drill)	Special Affordable Housing Legal Counsel	\$30,00.00 Account: 1-01-20-155-201
Nisivoccia, LLP (Francis "Bud" Jones)	Municipal Auditing Services	\$52,000.00 Account: 1-01-20-135-200
Appraisal Systems (Ernest Del Guercio)	Appraisal Services/Revaluation	\$252,000.00 Account: 1-01-46-878-100

And,

**BE IT FURTHER RESOLVED**, that the Borough Council authorizes the Mayor to enter into a contract with the referenced professional services contractors as provided herein, provided that their Business Disclosure Entity Certification and Determination of Value of the contract be placed on file by the business entity or individual with this resolution.

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**MAYOR'S ANNUAL MESSAGE**

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**RESOLUTION #21-03**

**RESOLUTION OF THE MAYOR AND BOROUGH COUNCIL THANKING FORMER VOLUNTEERS FOR THEIR CONTRIBUTIONS TO CHATHAM DURING THEIR TERMS AS VOLUNTEERS ON VARIOUS BOARDS, COMMISSIONS AND COMMITTEES**

**WHEREAS**, volunteers are the lifeblood of any community if a community is to be vibrant; and

**WHEREAS**, Chatham Borough has been fortunate enough to attract well-qualified, dedicated volunteers over the years who each make a sacrifice of their personal time, sometimes sacrificing family and other obligations in order to serve the Borough they love; and

**WHEREAS**, several long-term volunteers are choosing to step down from their assignments on Boards, Commissions and/or Committees; and

**WHEREAS**, the Mayor and Borough Council wish to publicly thank these exceptional individuals for their many contributions to Chatham.

**BE IT RESOLVED**, that the Mayor and Borough Council of the Borough of Chatham, County of Morris, State of New Jersey does hereby thank the following volunteers for their service and dedication to the community and wishes them every success and contentment in all their future endeavors:

<u>Name</u>	<u>Board, Commission, and/or Committee</u>
Alida Kass	– Zoning Board of Adjustment
Brian Klatt	- Farmers Market Committee
Paul Danenburg	- Farmers Market Committee
Susie Robertson	- Sustainable Jersey Green Team
Alessia Faschina	- Sustainable Jersey Green Team
Kate Murphy	- Historic Riverside Trail Advisory Committee
Victoria Fife	– Historic Riverside Trail Advisory Committee
Kate Murphy	- Pilgrim Pipeline Advisory Committee
Elizabeth M. Mason	- Economic Development Committee
Phil Kagan	- Economic Development Committee
Michelle Lease	- Economic Development Committee
Marc G. Boisclair	- Traffic and Pedestrian Advisory Committee
Doug Allan	- 9/11 Memorial Advisory Committee
Binu Chanudhuri	- Senior Citizen Advisory Committee
Lisbeth Bringgaard	- Board of Health
Jim LeMon	- Joint Recreation Advisory Committee
Jim LeMon	- Chatham Recreation Advisory Committee
Phil Kagan	– Environmental Commission
Diane Walsh	– MyChathamNJ Advisory Committee
Ellen Eppie	– MyChathamNJ Advisory Committee
Helen Ann Rosenfield	– MyChathamNJ Advisory Committee
Melissa Drozdoff	– MyChathamNJ Advisory Committee
Victoria Fife	– MyChathamNJ Advisory Committee

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**MEETING OPEN TO THE PUBLIC**

**NOTICE OF PUBLIC COMMENT TIME LIMIT**

Residents wishing to make public comments may dial 929-205-6099 (Meeting ID: 892 0860 1643) or obtain online access of the meeting using the following URL: <https://us02web.zoom.us/j/89208601643>.

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

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## RESOLUTION #21-04

### RESOLUTION APPOINTING OFFICERS OF THE CHATHAM BOROUGH VOLUNTEER FIRE DEPARTMENT FOR THE YEAR 2021

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following officers shall be appointed to the Chatham Borough Volunteer Fire Department for the year 2020:

Fire Chief	Jeffrey Fricke
Deputy Chief 1	Peter Glogolich
Deputy Chief 2	David Allan
Battalion Chief	Alexander Sweetin
Captain 1	Corey Duren
Captain 2	Douglas Allan
Engine Company #1	
Lieutenant	Dan Casey
Engine Company #2	
Lieutenant:	John Rickershauser
Hose Company #1	
Lieutenant:	George Sweetin
Hook & Ladder Company	
Lieutenant:	Tim Weichert
Rescue Company	
Lieutenant:	Daniel J. Smith
Wardens Company	
Lieutenant:	Donald Kidd

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## MAYORAL APPOINTMENTS

As Mayor, I, Thaddeus J. Kobylarz do hereby make the following appointments:

### STATUTORY BOARDS & COMMISSIONS

#### **Environmental Commission** [Regular Member appointments only]

<u>Name</u>	<u>Position</u>	<u>Term</u>
Benjamin Lampert	Regular Member	01/01/2021 to 12/31/2023
Patricia Soteropoulos	Regular Member	01/01/2021 to 12/31/2023

#### **Shade Tree Commission**

<u>Name</u>	<u>Position</u>	<u>Term</u>
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Colleen Truppo	Regular Member	01/01/2021 to 12/31/2025
John Tortorella	Regular Member	01/01/2021 to 12/31/2025

**Planning Board**

Name	Position	Term
Gregory Xikes	2 <sup>nd</sup> Alternate Member	01/01/2021 to 12/31/2022
Stephen W. Williams	Class II	01/01/2021 to 12/31/2021

**Zoning Board**

Name	Position	Term
Peter Hoffman	Regular Member	01/01/2020 to 12/31/2023 unexpired ter

**RESOLUTION #21-05**

**RESOLUTION APPROVING AND CONFIRMING MAYORAL APPOINTMENTS REQUIRING THE ADVICE AND CONSENT OF THE COUNCIL**

**RESOLUTION APPOINTING MEMBERS TO THE BOARD OF HEALTH**

**BE IT RESOLVED**, that the Council of the Borough of Chatham does hereby appoint the following individuals as Members to the Board of Health for the term indicated:

**Board of Health**

Name	Position	Term
Kay Kaiser	Regular Member	01/01/2021 to 12/31/2023
Lara Freidenfelds	Regular Member	01/01/2021 to 12/31/2023

**RESOLUTION #21-06**

**RESOLUTION APPOINTING MEMBERS TO THE ZONING BOARD OF ADJUSTMENT**

**BE IT RESOLVED**, that the Council of the Borough of Chatham does hereby appoint the following individuals to the Zoning Board of Adjustment for the terms indicated:

**Zoning Board of Adjustment**

Name	Position	Term Expires
Jean-Eudes Haeringer	Regular Member	01/01/2020 to 12/31/2023
Peter Hoffman	2 <sup>nd</sup> Alternate Member	01/01/2021 to 12/31/2022

**COUNCIL PRESIDENT NOMINATIONS**

Mayor Thaddeus Kobylarz will ask for nominations for Council President for the year 2021.

**RESOLUTION #21-07**

**RESOLUTION APPOINTING THE COUNCIL PRESIDENT FOR THE YEAR 2021**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Council Member **Carolyn Dempsey** is hereby appointed as Council President for the year 2021.

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**CLASS III PLANNING BOARD MEMBER APPOINTMENT**

**RESOLUTION #21-08**

**RESOLUTION APPOINTING COUNCIL MEMBER TO THE PLANNING BOARD**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Council Member **Irene Treloar** is hereby appointed to the Planning Board Class III position for the year 2021.

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**RESOLUTION #21-09**

**RESOLUTION APPROVING COUNCIL COMMITTEE APPOINTMENTS**

**COUNCIL COMMITTEE APPOINTMENTS**

**Budget and Finance**

*Financial oversight and planning;  
budget preparation*

Jocelyn Mathiasen, Chair  
Leonard Resto  
Karen Koronkiewicz

**Personnel**

*Salary and benefits for all personnel;  
administrative personnel matters*

Leonard Resto, Chair  
Jocelyn Mathiasen  
Karen Koronkiewicz

**Public Safety & Emergency Services**

*Oversight of Police, coordination with  
Emergency Squad and Fire Department*

Karen Koronkiewicz, Chair  
Irene Treloar

**Public Works Planning/Community Services**

*Public Works services, infrastructure  
planning, solid waste, recycling services,  
community outreach, and Borough-sponsored  
programs, activities and events*

Carolyn Dempsey, Chair  
Irene Treloar  
Leonard Resto

**Shared Services & 3<sup>rd</sup> Party Agreements**

*Evaluation and management of shared service  
arrangements. Service on shared services management  
committees: Joint Court, MCJM, Construction Office,  
Dept. of Health/Sanitarian, DPW equipment sharing*

Irene Treloar, Chair  
Jocelyn Mathiasen  
Frank Truilo

**Long Range Traffic & Pedestrian Safety Planning**

*Planning of street traffic, sidewalk and parking  
practices and improvements*

Karen Koronkiewicz, Chair  
Carolyn Dempsey  
Leonard Resto

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**RESOLUTION #21-10**

**RESOLUTION APPROVING COUNCIL LIAISON ASSIGNMENTS**

**MEMBER ASSIGNMENTS**

Madison/Chatham Joint Meeting Finance and Personnel Committee	Karen Koronkiewicz Frank Truilo
Joint Municipal Court	Irene Treloar, Chair Jocelyn Mathiasen
Joint Recreation Advisory Committee	Carolyn Dempsey
Planning Board	Frank Truilo

**LIAISON ASSIGNMENTS TO STATUTORY BOARDS AND COMMISSIONS**

Board of Health	Frank Truilo
Environmental Commission	Jocelyn Mathiasen
Historic Preservation Commission	Carolyn Dempsey Frank Truilo
Shade Tree Commission	Karen Koronkiewicz

**ADVISORY COMMITTEE ASSIGNMENTS**

Affordable Housing Advisory Committee	Jocelyn Mathiasen
Chatham Borough Recreation/Pool Advisory Committee	Carolyn Dempsey
Chatham Joint Community Garden Advisory Committee	Frank Truilo
Communications & Technology Advisory Committee	Jocelyn Mathiasen
Economic Development Advisory Committee	Karen Koronkiewicz Leonard Resto
Farmers' Market Advisory Committee	Jocelyn Mathiasen
Historic Riverside Trail Advisory Committee	Frank Truilo
Mayors' Wellness Advisory Committee	Irene Treloar

MyChathamNJ Advisory Committee	Irene Treloar
Open Space & Historic Preservation Trust Advisory Committee	Frank Truilo
Pilgrim Pipeline Advisory Committee	Leonard Resto
Public Arts Council (Advisory Committee)	Carolyn Dempsey
Traffic & Pedestrian Safety Advisory Committee	Karen Koronkiewicz
Undergrounding Advisory Committee	Irene Treloar
	Leonard Resto
Senior Citizens Advisory Committee	Leonard Resto
9/11 Memorial Advisory Committee	Frank Truilo

**EXTERNAL ORGANIZATION ASSIGNMENTS**

Board of Education	Carolyn Dempsey
Municipal Alliance Committee of the Chathams	Leonard Resto
Project Community Pride	Irene Treloar
Senior Center of the Chathams	Leonard Reso

**CONSENT AGENDA - PART I**

The following items are considered to be routine by the Chatham Borough Mayor and Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #21-11 through Resolution #21-28 have been placed on the Consent Agenda – Part I.

**ADVISORY COMMITTEES**

**RESOLUTION #21-11**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE AFFORDABLE HOUSING ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to affordable housing matters.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Affordable Housing Advisory Committee shall hereby be continued; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Affordable Housing Advisory Committee shall be responsible for providing advice to the Mayor and Council on:

1. Matters concerning the Borough’s compliance with State laws and regulations relating to providing affordable housing in the Borough, and

2. Identifying needs for affordable housing, and
3. Identifying and evaluating potential locations for affordable housing in the Borough; and said Committee shall meet as deemed advisable by the Committee; and

**BE IT FURTHER RESOLVED**, that the following individuals are hereby appointed to the Affordable Housing Advisory Committee for calendar year 2021:

**Affordable Housing Advisory Committee**

John E. Eyre  
Susan W. Favate  
Frank Piazza, Jr., Piazza & Associates, Assistant Housing Liaison/Administrative Agent  
Stephen W. Williams, Borough Administrator and Municipal Housing Liaison Officer  
Thaddeus Kobylarz, Mayor  
Jocelyn Mathiasen, Council Liaison

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**RESOLUTION #21-12**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE BOROUGH RECREATION ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, Chapter 2, §2-32 of the Code of the Borough of Chatham provides that the Council shall have the discretion to establish by resolution such advisory committees as it deems necessary and advisable to assist in those aspects of government that require community involvement and that the membership, purpose and responsibilities of any such committee shall be set forth by resolution; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham have determined that it would be beneficial to establish a Borough Recreation Advisory Committee (the “Committee”) to make recommendations regarding recreation programs, activities and facilities within the Borough of Chatham; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham have incorporated the Municipal Pool Advisory Committee to be a part of the Borough Recreation Advisory Committee; and

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the Chatham Recreation Advisory Committee:

**Borough Recreation Advisory Committee**

Bill Karpowic  
Douglas Herbert  
Amy Nauta  
Suzanne Jenks  
Carolyn Chaslow

**BE IT FURTHER RESOLVED**, that the members of this Committee shall include Chatham Borough Representatives serving on the Chatham Joint Recreation Advisory Committee as well as members of the Municipal Pool Advisory Committee.

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**RESOLUTION #21-13**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS OF THE CHATHAM JOINT COMMUNITY GARDEN ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, Chatham Borough and Chatham Township have established a joint community garden; and

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Borough Council adopted Resolution #13-337 on October 15, 2013, which authorized the creation of a Joint Community Garden Advisory Committee and established that five committee representatives shall be appointed from each community and also established that one member of the Chatham Borough Council and the Chatham Township Committee shall be appointed to serve as liaisons; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to the formation of policies for the operation and administration of the Joint Community Garden.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following individuals are hereby appointed to the Joint Community Garden Advisory Committee, as the Borough’s five representatives, for calendar year 2021:

**Chatham Joint Community Garden Advisory Committee**

Mark Visco  
William Sitar  
Shana Sanchez  
Philp Kagan

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**RESOLUTION #21-14**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE COMMUNICATIONS AND TECHNOLOGY ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to certain communications and information technology matters, including, but not limited to, public access television, website, and social networking.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Communications and Technology Advisory Committee is hereby re-established; and

**BE IT FURTHER RESOLVED**, that the Communications and Technology Advisory Committee shall be responsible for providing advice to the Mayor and Council on public communications matters, including, without limitation, the Borough’s public access television channels, the Borough website, social networking, and related matters as may be requested by the Council; and

**BE IT FURTHER RESOLVED**, that the following individuals are hereby appointed to the Communications and Technology Advisory Committee for calendar year 2021:

**Communications and Technology Committee**

John S. Dey  
Nicholas Eck  
Ronald Partizian  
Rozella Clyde  
Stephen Michalski  
Melanie Politi, Administrative Assistant

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**RESOLUTION #21-15**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE FOR THE CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it desires to create an official body that will advise on ways to establish and preserve a flourishing economic and commercial sector in the Borough of Chatham;

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Economic Development Advisory Committee shall hereby be re-established; and

**BE IT FURTHER RESOLVED**, that said Committee shall meet as deemed advisable by the Committee; and all such meetings shall be open to the public, which shall be permitted to make comment during a public comment portion of the meeting and at other times as deemed appropriate by the Committee and except for closed sessions held in accordance with the Open Public Meetings Act; notices of all meetings shall be posted on the Borough website and other media as deemed advisable by the Borough Clerk and the Committee, but shall not be required to be published in the Official Newspapers and scheduled meetings shall not be canceled less than 48 hours in advance of the scheduled meeting date except in the event of an emergency;

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Economic Development Advisory Committee shall serve the following purposes to the Mayor and Council:

1. Promote the Borough as an attractive destination for technology and innovation economy firms;
2. Promote the Borough as an ideal place to open a secondary “support” economy business;
3. Promote the Borough as a great place to open a business in general; and
4. Promote a flourishing Main Street, River Road and Commerce Street commercial areas;

**BE IT FURTHER RESOLVED**, that the following individuals are hereby appointed to the Economic Advisory Committee for calendar year 2021:

**Economic Development Advisory Committee**

Bethany Gianusso  
William Sitar  
Curtis Villars  
Rozella Clyde  
Farhan Ismail

Gregory Xikes  
Bruce Harris  
James Collander  
Thomas Belding  
Morris Davis  
AnnMarie O'Donnell

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**RESOLUTION #21-16**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE CHATHAM BOROUGH FARMERS' MARKET ADVISORY COMMITTEE, AND AUTHORIZING THE OPERATION OF THE CHATHAM BOROUGH FARMERS' MARKET, ITS RULES AND REGULATIONS, AND APPLICATION, REGISTRATION AND ELECTRICAL USE FEES FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create "advisory councils" in the municipality; and

**WHEREAS**, the Chatham Borough Farmers' Market will operate for a period of 23 weeks beginning on June 19, 2021 and ending on November 20, 2021 from 8 a.m. until 1 p.m. at the Chatham Borough Train Station South Plaza; and

**WHEREAS**, the Chatham Borough Farmers' Market depends on a volunteer force to assist with the set-up and operation of the Farmers' Market, as well as perform tasks as may be directed by the Farmers' Market Manager; and

**WHEREAS**, the Chatham Borough Farmers' Market requires rules and regulations, including required certificate(s) of insurance, as well as an application fee, registration fee, and an electricity use fee, as set forth in the Borough's Fee Schedule Resolution.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham, that they hereby authorize and approve the Chatham Borough Farmers' Market and the operation of the Chatham Borough Farmers' Market during the aforesaid designated days and hours during calendar year 2021; and

**BE IT FURTHER RESOLVED**, that the Chatham Borough Farmers' Market Advisory Committee is authorized to continue to develop and promulgate rules and regulations, which will include required certificate(s) of insurance, an application fee schedule, registration fee and an electricity use fee; and

**BE IT FURTHER RESOLVED**, that the volunteers should assist with the set-up and operation of the Farmers' Market, as well as with the performance of tasks as may be directed by the Farmers' Market Manager; and

**BE IT FURTHER RESOLVED**, that the following individuals are hereby appointed to the Farmers' Market Advisory Committee for calendar year 2021:

**Farmers' Market Advisory Committee**

Mary Goodbread  
Joseph Mikulewicz  
Dennis O'Brien  
Jamie O'Brien  
Kara Sibia  
Sarah Lowe [Youth Advisory]  
Jack Casano-Boris [Youth Advisory]

Lea Casano-Boris [Youth Advisory]  
Owen Truppo [Youth Advisory]  
Janice Piccolo, Farmers' Market Manager  
Margie Lowe, Farmers' Market Coordinator

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**RESOLUTION #21-17**

**RESOLUTION RE-ESTABLISHING THE HISTORIC RIVERSIDE TRAIL ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham have determined that the Historic Riverside Trail Advisory Committee (the “Committee”) should be re-established for the purpose to help organize and plan for the construction and build-out of the Historic Riverside Trail Project and to present recommendations to the Mayor and Borough Council as appropriate.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Historic Riverside Trail Advisory Committee is hereby re-established for the herein referenced purpose(s); and

**BE IT FURTHER RESOLVED**, that the following individuals are hereby appointed to the Historic Riverside Trail Advisory Committee for calendar year 2021:

**Historic Riverside Trail Advisory Committee**

Axlyn Sommer  
Bruce Harris  
Pam Sutton  
Helen Ann Rosenfeld  
Vince DeNave, Borough Engineer  
Janice Piccolo, Community Services Director  
Stephen W. Williams, Borough Administrator

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**RESOLUTION #21-18**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE MAYOR’S WELLNESS ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it should re-establish the Mayor’s Wellness Advisory Committee to promote healthy behaviors and lifestyles among Borough residents and employees; and

**WHEREAS**, the Mayor’s Wellness Advisory Committee will continue to be a joint committee with Chatham Township that works with mayors and key leaders to shape healthier lifestyles for the residents in their communities, and

**WHEREAS**, the Mayor’s Wellness Campaign will work to implement a comprehensive program of outreach, education and technical assistance activities to combat obesity and inactivity for interested residents of the Borough of Chatham.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Mayor’s Wellness Advisory Committee be hereby continued; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that said Committee shall be responsible for developing and implementing educational and other programs that promote healthy behaviors on the part of Borough residents and employees; and

**BE IT FURTHER RESOLVED**, that we encourage the residents of the Borough of Chatham to participate in Mayor’s Wellness Campaign activities to promote exercise, eat properly and live healthier and better lives; and

**BE IT FURTHER RESOLVED**, the Mayor’s Wellness Advisory Committee is hereby re-established, and that the following individuals shall be appointed for calendar year 2021:

**Mayor’s Wellness Advisory Committee**

- Brian George
- Joseph Goncalves, Madison Area YMCA
- Christian Esola – Madison Area YMCA
- Cory Stroker – ShopRite Dietitian
- Laura Sostak – Tri-Town 55+
- John Crouthmal – Tri-Town 55+
- Jackeline Leon – TransOptions
- Dr. Joseph J. Murphy
- Tom Salvas
- Cara Maksimow
- Janice Piccolo, Community Services Director
- Amy Lewis, Health Educator, Westfield Regional Health Department

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**RESOLUTION #21-19**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE MUNICIPAL ALLIANCE COMMITTEE OF THE CHATHAMS FOR CALENDAR YEAR 2021**

**WHEREAS**, P.L. 1989, c. 51 authorizes the governing body of a municipality to establish a municipal alliance for the purpose of coordinating community efforts to reduce alcoholism, drug abuse and crime.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they approve the following list of appointments to the Municipal Alliance Committee of the Chathams from the Borough for calendar year 2021:

**Municipal Alliance Committee of the Chathams**

- |                   |                                |
|-------------------|--------------------------------|
| Amy Lewis         | MACC Coordinator               |
| Kelly Loofbourrow | MACC Co-Chair                  |
| Vince Fiorito     | MACC Co-Chair                  |
| Brian Colatrella  | Chatham Borough Police         |
| Andrew Chase      | Juvenile Detective             |
| Cindy Weiner      | LAF Representative             |
| Lisa DeRosa       | Board of Health Representative |
| Carol Nauta       | Recreation Coordinator         |
| Selene Mahr       | CHS PTO Representative         |
| Kelly Medvin      | K-3 SDOC Counselor             |
| Melissa Thomas    | Chatham Middle School PTO      |
| Amy Lewis         | Westfield Health Department    |

Lisa Lattarulo	SAC at CHS Representative
Alex Mandala	SAC at CMS School
Christine Mahoney	SAC at CHS & CMS Representative
Maxine Silverman	ECLC Representative
Kristina McRae	Chatham High School PTO
Kelly Loofbourrow	College Parent Representative
Janice Piccolo	Borough Community Director
Julie Reich	Senior Center of Chatham
TBD	CHS Student
Renee Hughes-Suh	Health and Wellness Content Specialist/Parent
Christine McIntyre	Project Community Pride
Deborah Fitzgerald	Library of the Chathams
Jane Devlin	Community Representative

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## RESOLUTION #21-20

### RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE MYCHATHAMNJ ADVISORY COMMITTEE FOR CALENDAR YEAR 2021

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Bouncils to create “advisory committees” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it would be beneficial to re-establish the MyChathamNJ Advisory Committee to explore, develop and provide Borough-sponsored programs, events and activities that promote our community’s rich history and heritage; enhance a sense of community and community pride, and increase opportunities for volunteerism and community service for residents of all ages; and

**WHEREAS**, the MyChathamNJ Advisory Committee may establish ad hoc sub-committees from time-to-time with respect to the specific planning, organizing and running of Borough-sponsored events and activities throughout the year upon the approval of the Mayor and Council.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the MyChathamNJ Advisory Committee is hereby re-established and shall be responsible for exploring, developing and providing Borough-sponsored programs, events and activities, contingent upon the approval of the Mayor and Council; and

**BE IT FURTHER RESOLVED**, that the Borough Council of the Borough of Chatham does hereby appoint the following individuals to the MyChathamNJ Advisory Committee for calendar year 2021:

#### MyChathamNJ Advisory Committee

Christine Flood	Monica Panetta
Mary K. Joyce	Kara Sibia
David Ferguson	Marc Loria
Janet Stori	Janice Piccolo, Community Services Director
Janice Parcels	Carol Nauta, Administrative Assistant
Jeff Davis	Carolyn Dempsey, Council Liaison

**RESOLUTION #21-21**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE OPEN SPACE AND HISTORIC PRESERVATION TRUST ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it needs advice with respect to matters relating to the acquisition, preservation and maintenance, and disposal of open space and the undertaking of projects to further the preservation of the Borough’s history and of other projects that would be eligible for funding from the Open Space and Historic Preservation Trust Fund; and

**WHEREAS**, past Councils created an Open Space Committee, and then later a Land and Historic Preservation Conservancy Committee, which provided advice on these matters and have assisted the Council in making decisions with respect to the acquisition and development of open space and the establishment of the community garden, among other things.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Open Space and Historic Preservation Trust Advisory Committee be hereby continued; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that said Committee shall be responsible for providing advice to the Mayor and Council on:

1. Matters relating to the acquisition, preservation and maintenance, and disposal of open space and the undertaking of projects to further the preservation of the Borough’s history and of other projects that would be eligible for funding from the Open Space and Historic Preservation Trust Fund,
2. Projects that would use monies set aside in the Open Space and Historic Preservation Trust Fund,
3. New projects relating to open space and historic preservation in the Borough, and
4. Related matters as requested by the Council.

**BE IT FURTHER RESOLVED**, that said Committee shall meet as deemed advisable by the Committee; and all such meetings shall be open to the public, which shall be permitted to make comment during a public comment portion of the meeting and at other times as deemed appropriate by the Committee and except for closed sessions held in accordance with the Open Public Meetings Act; notices of all meetings shall be posted on the Borough website and other media as deemed advisable by the Borough Clerk and the Committee, but shall not be required to be published in the Official Newspapers and scheduled meetings shall not be canceled less than 48 hours in advance of the scheduled meeting date except in the event of an emergency; and

**BE IT FURTHER RESOLVED**, that the Borough Council of the Borough of Chatham does hereby appoint the following individuals to the Open Space and Historic Preservation Trust Advisory Committee for calendar year 2021:

**Open Space and Historic Preservation Trust Advisory Committee**

Environmental Commission Liaison  
Historic Preservation Commission Liaison  
Shade Tree Commission Liaison  
Joint Community Gardens Advisory Committee Liaison  
Carol Nauta, Recreation Coordinator

**RESOLUTION #21-22**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE PILGRIM PIPELINE ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory committees” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it needs advice with respect to obtaining information on the proposed Pilgrim Pipeline.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Pilgrim Pipeline Advisory Committee is hereby continued; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that said Committee shall be responsible for providing advice to the Mayor and Council regarding the project, and conducting information sessions for residents (which may include inviting Pilgrim Pipeline officials to speak to residents about the project), otherwise informing Borough residents about the project and establishing and maintaining liaisons with other groups opposed to the pipeline; and said Committee shall meet as deemed advisable by the Committee; and all such meetings shall be open to the public, which shall be permitted to make comment during a public comment portion of the meeting and at other times as deemed appropriate by the Committee and except for closed sessions held in accordance with the Open Public Meetings Act; notices of all meetings shall be posted on the Borough website and other media as deemed advisable by the Borough Clerk and the Committee, but shall not be required to be published in the Official Newspapers and scheduled meetings shall not be canceled less than 48 hours in advance of the scheduled meeting date except in the event of an emergency; and

**BE IT FURTHER RESOLVED**, that the Borough Council of the Borough of Chatham does hereby appoint the following individuals to the Pilgrim Pipeline Advisory Committee for calendar year 2021:

**Pilgrim Pipeline Advisory Committee**

William Fuller  
John Tracey

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**RESOLUTION #21-23**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE PUBLIC ARTS COUNCIL (ADVISORY COMMITTEE) FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Bouncils to create “advisory councils” in the municipality; and

**WHEREAS**, at the request of Borough residents, the Council of the Borough of Chatham has determined that it would be helpful to have a committee to provide advice on certain public arts matters; and

**WHEREAS**, a Public Arts Council (Advisory Committee) will enhance the Borough and facilitate the preservation of art objects and artifacts that may be displayed in public places.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Public Arts Council (Advisory Committee) be hereby continued; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the committee for calendar year 2021:

**Public Arts Council (Advisory Committee)**

Lara Dittman  
Jennifer DuTeil  
Allison Hooper  
Jennifer Kaplan  
Tara Mercandante  
Dawn Paruta  
Stephanie Yarcheski  
Linda Yesline

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**RESOLUTION #21-24**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE TRAFFIC AND PEDESTRIAN SAFETY ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory committees” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it needs advice with respect to traffic and pedestrian safety matters.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Traffic and Pedestrian Safety Advisory Committee is hereby continued; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that said Committee shall be responsible for providing advice to the Mayor and Council on traffic and pedestrian safety matters, including conducting studies concerning vehicular and pedestrian movements throughout the Borough, and, particularly, in the areas surrounding schools and churches, but also along the busier roads in the Borough; and said Committee shall meet bi-monthly and as otherwise deemed advisable by the Committee; and all such meetings shall be open to the public, which shall be permitted to make comment during a public comment portion of the meeting and at other times as deemed appropriate by the Committee and except for closed sessions held in accordance with the Open Public Meetings Act; notices of all meetings shall be posted on the Borough website and other media as deemed advisable by the Borough Clerk and the Committee, but shall not be required to be published in the Official Newspapers (which, however, shall be provided copies of meeting notices); and scheduled meetings shall not be canceled less than 48 hours in advance of the scheduled meeting date except in the event of an emergency; and

**BE IT FURTHER RESOLVED**, that the Borough Council of the Borough of Chatham does hereby appoint the following individuals to the Traffic and Pedestrian Safety Advisory Committee for calendar year 2021:

**Traffic and Pedestrian Safety Advisory Committee**

Jeff Stanton  
Lara Freidenfelds  
George Bauer  
Robert Olpp  
Samuel M. Sealy  
Vince DeNave, Borough Engineer  
Roy George, Traffic Safety Officer

**RESOLUTION #21-25**

**RESOLUTION RE-ESTABLISHING A TREE PLAN ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Borough recognizes that the preservation and protection of trees within the Borough adds to the aesthetics and serves the health and general welfare of the citizens of the Borough of Chatham; and

**WHEREAS**, Ordinance #2018-06, entitled *Tree Protection and Preservation*, adopted by the Borough Council on June 11, 2018, set forth that a Borough Tree Plan shall be developed by an advisory committee to be established by the Mayor and Borough Council, and approved by the Borough Shade Tree Commission, for the planting and replanting of trees within the Borough; and

**WHEREAS**, in accordance with Ordinance #2018-06, the advisory committee shall consist of five (5) members appointed by the Mayor, with the advice and consent of the Borough Council, and may consist of Borough employees as well as Borough residents, property owners or business owners; and

**BE IT RESOLVED**, with the Consent of the Borough Council, Mayor Thaddeus Kobylarz wishes to appoint the following individuals to the Tree Plan Advisory Committee:

**Tree Plan Advisory Committee**

Karen Koronkiewicz, Council Member and Liaison to the Shade Tree Commission

Colleen Truppo, Chair, Shade Tree Commission

Stephen W. Williams, Borough Administrator

Vince DeNave, Borough Engineer and Zoning Officer

Tony Torello, Director of the DPW and Enforcement Officer, and Committee Chair

John Linson, Certified Tree Expert

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**RESOLUTION #21-26**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE SENIOR CITIZENS ADVISORY COMMITTEE FOR THE CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

**WHEREAS**, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to the senior community; and to have participating members support senior programs and projects; and

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Senior Citizens Advisory Committee shall hereby be re-established; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Senior Citizen Advisory Committee shall serve the following purposes to the Mayor and Council:

1. Establish a strategy that engages and supports the diverse groups of seniors working and living in the Borough of Chatham;
2. Identify the various segments of our senior community and develop methods of communication to best reach them with information regarding available programs and ways they can be constructively engaged;

3. Identify and communicate to the Borough Council on issues and opportunities related to our senior community and associated recommendations for decisions and actions;
4. Design and execute programs and projects benefiting the senior community and, when appropriate, cooperate and collaborate with related organizations and governments on priority projects.

**BE IT FURTHER RESOLVED**, that the following individuals are hereby appointed to the Senior Citizens Advisory Committee for calendar year 2021:

**Senior Citizens Advisory Committee**

John Crouthamel  
Barbara Montague  
Kevin Murphy  
Bill Fuller  
Beth Salinardi  
Joan M. Thuebel

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**RESOLUTION #21-27**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE UNDERGROUNDING ADVISORY COMMITTEE FOR THE YER 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality.

**WHEREAS**, the Undergrounding Advisory Committee was established by the Mayor and Borough Council on January 25, 2019; and

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the Undergrounding Advisory Committee for the year 2021:

**Undergrounding Advisory Committee**

Morris Davis  
Fran Drew  
Jack Drew  
Curt Dawson  
Joseph Treloar  
Gregory Xikes

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**RESOLUTION #21-28**

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE 9/11 MEMORIAL ADVISORY COMMITTEE FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the 9/11 Memorial Advisory Committee for calendar year 2021:

**9/11 Memorial Advisory Committee**

Daniel Smith

George Sweetin  
 Andrew Soccodato, Jr.  
 Jeffrey Fricke  
 Daniel McGookin  
 Bryan McGookin  
 Shaun McGookin

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**CONSENT AGENDA VOTE – PART I**

Mayor Kobylarz asks Council Member \_\_\_\_\_ to proceed with the Resolutions listed on the Consent Agenda – Part I. Resolutions #21-11 through #21-28.

Council Member \_\_\_\_\_: I would like to make a motion to allow the resolution on this evening’s Consent Agenda – Part I to be approved by consent of the Council.

Seconded by Council Member \_\_\_\_\_:

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**CONSENT AGENDA - PART II**

The following items are considered to be routine by the Chatham Borough Mayor and Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #21-29 through Resolution #21-88 have been placed on the Consent Agenda – Part II.

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**RESOLUTION #21-29**

**RESOLUTION SETTING THE MEETING DATES, TIME AND LOCATION FOR THE MAYOR AND COUNCIL MEETINGS FOR CALENDAR YEAR 2021**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., requires every public body to designate and publish its Annual Meeting Schedule and provide adequate notice of all meetings.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that for calendar year 2021, regular meetings of the Mayor and Council shall be held virtually at 6:00 p.m. from January 2021 through June 2021 and returned to in-person meetings on July 2021 through December 2021 at 7:30 p.m., prevailing time unless noted otherwise, in the Council Chambers, Borough Hall, 54 Fairmount Avenue, Chatham, NJ as follows:

January 25, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	April 12, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	June 28, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	September 27, 2021 <i>In-person Meeting - 7:30 p.m.</i>
February 08, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	April 26, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	July 12, 2021 <i>In-person Meeting - 7:30 p.m.</i>	October 12, 2021* <i>In-person Meeting - 7:30 p.m.</i>
February 22, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	May 10, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	July 26, 2021 <i>In-person Meeting - 7:30 p.m.</i>	October 25, 2021 <i>In-person Meeting - 7:30 p.m.</i>
March 8, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	May 24, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	August 09, 2021 <i>In-person Meeting - 7:30 p.m.</i>	November 8, 2021 <i>In-person Meeting - 7:30 p.m.</i>
March 22, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	June 14, 2021 <i>Virtual Meeting - 6:00 p.m.</i>	September 13, 2021 <i>In-person Meeting - 7:30 p.m.</i>	November 22, 2021 <i>In-person Meeting - 7:30 p.m.</i>
			December 13, 2021 <i>In-person Meeting at 7:30 p.m.</i>

And,

**BE IT FURTHER RESOLVED**, that the information to access the Mayor and Council virtual meetings will be available on the Borough's website, and posted in Borough Hall; and

**BE IT FURTHER RESOLVED**, that the 2022 Reorganization Meeting will be held on Monday, January 03, 2022; and

**BE IT FURTHER RESOLVED**, that in accordance with N.J.S.A. 10:4-12, notice is hereby given that an executive (closed) session may be convened at any scheduled meeting of the Mayor and Council; and

**BE IT FURTHER RESOLVED**, that in accordance with N.J.S.A. 10:4-18, copies of this resolution shall be mailed to the designated official newspapers, provided electronically to all designated online press, posted on the official bulletin board in Borough Hall, and filed with the Borough Clerk; and

**BE IT FURTHER RESOLVED**, a copy of this resolution shall be provided to any person who requests a copy of the regular meeting schedule of this public body pursuant to N.J.S.A. 10:4-19 upon prepayment of such sum to cover the costs of providing same if applicable; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk shall publish this Resolution in the official newspaper(s) of the Borough and transmit this Resolution to all designated online press.

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## **RESOLUTION #21-30**

### **RESOLUTION DESIGNATING NEWSPAPERS AND ONLINE PRESS TO BE PROVIDED NOTICES OF PUBLIC MEETINGS OF THE MAYOR AND COUNCIL AND PROVIDING FOR THE PUBLIC REVIEW OF APPROVED MEETING MINUTES FOR CALENDAR YEAR 2021**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-18, provides that at least once each year, within 7 days following the annual reorganization meeting of a public body, the public body shall provide to newspapers and submit for public inspection throughout the year a schedule of the regular meetings of the public body to be held during the succeeding year.

**BE IT RESOLVED**, that in accordance with N.J.S.A. 10:4-18, copies of the Annual Meeting Notice, as well as special meetings and rescheduled meetings of the Mayor and Council shall be:

1. Mailed to the designated official newspaper(s); and
2. Transmitted electronically to all designated online press; and
3. Posted on the official bulletin board in Borough Hall; and
4. Filed with the Borough Clerk

And,

**BE IT FURTHER RESOLVED**, that in accordance with N.J.S.A. 10:4-14, approved minutes of the meetings of the Mayor and Council shall be made available for public viewing in the Borough Clerk's office and on the Borough website. Paper copies of meeting minutes shall be provided to individuals who request same in accordance with the Open Public Records Act, N.J.S.A. 47:1A-1 et. seq.; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Daily Record, the Star Ledger, the Chatham Courier, TAPintoChatham and the Chatham Patch are hereby designated as the newspapers and online press to receive notices of meetings of the Mayor and Council for calendar year 2021.

**RESOLUTION #21-31**

**RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS FOR THE PUBLICATION OF ADVERTISEMENTS AND ALL NOTICES REQUIRED BY LAW TO BE PUBLISHED BY THE BOROUGH OF CHATHAM FOR THE YEAR 2021**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that pursuant to N.J.S.A. 40:53-1, the Daily Record is hereby designated as the official newspaper for all advertisements and all notices required by law to be published by this municipality and the Chatham Courier is hereby designated as an alternate official newspaper; and

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution shall be forwarded to the Chatham Borough Planning Board, Zoning Board of Adjustment, Board of Health, Environmental Commission, Historic Preservation Commission, Shade Tree Commission and any other board or body that shall have the occasion to publish a legal notice.

**RESOLUTION #21-32**

**RESOLUTION ESTABLISHING THE OFFICIAL LIST OF HOLIDAYS FOR THE BOROUGH OF CHATHAM FOR CALENDAR YEAR 2021**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following days and dates shall be the Official List of Holidays for the Borough of Chatham employees:

Thursday	January 1, 2021	New Year’s Day
Monday	January 18, 2021	Martin Luther King, Jr. Day
Monday	February 15, 2021	Presidents’ Day
Friday	April 2, 2021	Good Friday
Monday	May 31, 2021	Memorial Day
Monday	July 5, 2021	Independence Day
Monday	September 6, 2021	Labor Day
Monday	October 11, 2021	Columbus Day
Thursday	November 25, 2021	Thanksgiving Day
Friday	November 26, 2021	Day after Thanksgiving
Friday	December 24, 2021	Christmas Day
Friday	January 1, 2022	New Year’s Day (2022 Holiday)

**APPOINTMENTS**

**RESOLUTION #21-33**

**RESOLUTION APPOINTING SCHOOL CROSSING GUARDS FOR THE 2021 CALENDAR YEAR PURSUANT TO N.J.S.A. 40A:9-154.1**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that in accordance with N.J.S.A. 40A:9-154.1, the following School Crossing Guards are hereby appointed for the calendar year 2021:

David Achille	Jennifer Duteil	Alexander Sweetin
Anna Albanese	Barbara Jones	Jacqueline Sweetin
Patricia Castellano	Brian Martin	Lorraine Tortorella

Richard Crater	Emily Melander	Grace Walsh
William Conroy	William Moore	Michael Yeakel
Peter Conyne	Mario Rattrovo	
Arlene L. Dodds	Beth Salinardi	
Kathleen Donnelly	Julianna Stutchbury	

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**RESOLUTION # 21-34**

**RESOLUTION APPOINTING PETER ATKINSON AS WATER PLANT OPERATOR PURSUANT TO N.J.S.A. 58:11-65**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham do hereby appoint Peter Atkinson as the 2021 Water Plant Operator for the Borough of Chatham effective January 1, 2021 as per N.J.S.A.58:11-65.

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**RESOLUTION #21-35**

**RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS STORMWATER COORDINATOR PURSUANT TO N.J.A.C. 7:15A-4**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham do hereby appoint Erminio (Tony) Torello as Stormwater Coordinator for the Borough of Chatham effective January 1, 2021 as per N.J.A.C. 7:15A-4.

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**RESOLUTION #21-36**

**RESOLUTION APPOINTING KEVIN LORIA AS SAFETY COORDINATOR AS REQUIRED BY THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it hereby appoints Kevin Loria as Safety Coordinator for the Borough of Chatham effective January 1, 2021 as required by the Morris County Municipal Joint Insurance Fund.

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**RESOLUTION #21-37**

**RESOLUTION APPOINTING MATTHEW A. STUCK OF TREADSTONE RISK MANAGEMENT AS THE MUNICIPAL RISK MANAGER FOR THE BOROUGH OF CHATHAM, AND APPOINTING STEPHEN W. WILLIAMS AS THE MORRIS COUNTY JOINT INSURANCE FUND COMMISSIONER AND KAREN FORNARO AS THE ALTERNATE COMMISSIONER AS REQUIRED BY THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the need exists for a Municipal Risk Manager to serve as the liaison between the Borough and the Morris County Joint Insurance Fund (“Fund”); and

**WHEREAS**, the Municipal Risk Manager is responsible for scheduling Municipal Safety Committee meetings and implementing policy changes promulgated by the Fund; and

**WHEREAS**, pursuant to the by-laws of the Fund, the Mayor and Council must appoint a Commissioner to represent the Borough in the Fund, and that said appointment must be made by resolution.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Chatham hereby appoints Matthew A. Stuck of Treadstone Risk Management of Morristown, New Jersey as its Risk Management Consultant in accordance with the Fund's Bylaws for the 2021 calendar year; and

**BE IT FURTHER RESOLVED**, that the Risk Management Consultant will receive a total of \$13,000.00 in annual compensation for the services required.

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that Stephen W. Williams, Borough Administrator, is hereby appointed as Commissioner and Karen Fornaro, Chief Financial Officer is hereby appointed as Alternate Commissioner to the Morris County Municipal Joint Insurance Fund for the 2021 calendar year.

**BE IT FURTHER RESOLVED**, that the Mayor and Borough Clerk are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:115(1)(a)(i).

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**RESOLUTION #21-38**

**RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS THE BOROUGH'S SAFETY DELEGATE AS REQUIRED BY THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham do hereby appoint Erminio (Tony) Torello as the 2021 Safety Delegate for the Borough of Chatham effective January 1, 2021 as required by the Morris County Municipal Joint Insurance Fund.

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**RESOLUTION # 21-39**

**RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS THE CLEAN COMMUNITIES COORDINATOR PURSUANT TO THE CLEAN COMMUNITIES AND RECYCLING GRANT ACT N.J.S.A. 13:1E-213**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham do hereby appoint Erminio (Tony) Torello as the 2021 Clean Communities Coordinator for the Borough of Chatham effective January 1, 2021 as per N.J.S.A. 13:1E-213.

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**RESOLUTION # 21-40**

**RESOLUTION APPOINTING KEVIN LORIA AS THE RECYCLING ENFORCEMENT OFFICER PURSUANT TO N.J.S.A. 13:1E-99.16**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it hereby appoints Kevin Loria as Recycling Enforcement Officer with a term to expire on December 31, 2021 as per N.J.S.A. 13:1E-99.16.

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**RESOLUTION # 21-41**

**RESOLUTION APPOINTING KEVIN LORIA AS THE RECYCLING COORDINATOR PURSUANT TO N.J.S.A. 13:1E-99**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it hereby appoints Kevin Loria as Recycling Coordinator per N.J.S.A. 13:1E-99 for the year 2021.

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**RESOLUTION # 21-42**

**RESOLUTION APPOINTING LEO PIETRANTUONO AS THE PESTICIDE APPLICATOR PURSUANT TO**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it hereby appoints Leo Pietrantuono as Pesticide Applicator for the Borough of Chatham for the year 2021.

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**RESOLUTION # 21-43**

**RESOLUTION APPOINTING MADELINE POLIDOR-LEBOEUF AS THE TAX SEARCH OFFICER PURSUANT TO N.J.S.A. 54:5-11**

**WHEREAS**, N.J.S.A. 54:5-11 requires that governing bodies of municipalities designate, by resolution, a Tax Search Officer.

**BE IT RESOLVED**, that Madeline Polidor-LeBoeuf, Tax Collector of the Borough of Chatham, is hereby designated Tax Search Officer for the Borough of Chatham.

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**RESOLUTION # 21-44**

**RESOLUTION APPOINTING ANNE MANDAL AS THE ASSESSMENT SEARCH OFFICER PURSUANT TO N.J.S.A. 54:18-3**

**WHEREAS**, N.J.S.A. 54:18-3 requires that governing bodies of municipalities designate, by resolution, an Assessment Search Officer.

**BE IT RESOLVED**, that Anne Mandal, the Senior Assessing Clerk of the Borough of Chatham is hereby designated Assessment Search Officer for said municipality.

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**RESOLUTION # 21-45**

**RESOLUTION DESIGNATING STEPHEN W. WILLIAMS AS THE PUBLIC AGENCY COMPLIANCE OFFICER PURSUANT TO N.J.A.C. 17:27-3.2**

**WHEREAS**, in accordance with N.J.A.C. 17:27-3.2, the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer (“P.A.C.O.”) by January 10th; and

**WHEREAS**, the Borough Council has determined that the duties of the P.A.C.O. can be effectively and appropriately performed by the Borough Administrator.

**BE IT RESOLVED**, by the Council of the Borough of Chatham that Stephen W. Williams, Borough Administrator, is hereby designated as the Public Agency Compliance Officer (P.A.C.O.) for the Borough of Chatham in accordance with N.J.A.C. 17:27-3.2; and

**BE IT FURTHER RESOLVED**, that in the absence of Stephen W. Williams, then Karen Forano, Chief Financial Officer, will assume the duties of the Public Agency Compliance Officer.

**RESOLUTION # 21-46**

**RESOLUTION APPOINTING CARLOS TOBON AS THE INDOOR AIR QUALITY OFFICER IN ACCORDANCE WITH N.J.A.C. 12:100-13**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Carlos Tobon is hereby appointed Indoor Air Quality Officer in accordance with N.J.A.C. 12:100-13.

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**RESOLUTION # 21-47**

**RESOLUTION APPOINTING STEPHEN W. WILLIAMS AS THE AMERICANS WITH DISABILITIES ACT COMPLIANCE OFFICER**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Stephen W. Williams is hereby appointed as Americans with Disabilities Act Compliance Officer.

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**RESOLUTION # 21-48**

**RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS THE SHADE TREE ENFORCEMENT OFFICER**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Erminio (Tony) Torello is hereby appointed as Shade Tree Enforcement Officer as per Chapter 314 of the Code of the Borough of Chatham.

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**RESOLUTION # 21-49**

**RESOLUTION APPOINTING STEPHEN W. WILLIAMS AS THE MUNICIPAL HOUSING LIAISON FOR THE BOROUGH OF CHATHAM PURSUANT TO N.J.A.C. 5:94-7 AND N.J.A.C. 5:80-26.1 ET. SEQ.**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Stephen W. Williams is hereby appointed as Municipal Housing Liaison for the Borough of Chatham pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.

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**RESOLUTION # 21-50**

**RESOLUTION DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS**

**WHEREAS**, the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., commonly known as “OPRA” was enacted to increase public access to government records; and

**WHEREAS**, pursuant to OPRA, anyone wishing to review or obtain copies of government records must file a written request with the Custodian of Records, who at the municipal level of government is the Borough Clerk; and

**WHEREAS**, OPRA does not preclude a municipality from developing reasonable and practical measures for handling and responding to OPRA requests, including designating Deputy Custodians of Records to ensure that the public is efficiently served and requests for government records are granted or denied in a prompt and expeditious manner; and

**WHEREAS**, every municipal department within the Borough of Chatham generates and maintains government records pertaining to its respective business matters and by designating Deputy Custodians of

Records the Borough can provide the public with direct access to government records from each municipal department with greater efficiency and timeliness.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they deem it important to ensure that the public requests for government records are handled in a prompt and expeditious manner; and

**BE IT FURTHER RESOLVED**, that the following Borough employees shall be designated Deputy Custodians of Records for handling and fulfilling OPRA requests for those records that are maintained and kept in their respective departments:

- Administrative Assistant to the Borough Administrator
- Administrative Secretary to the Planning Board
- Administrative Secretary to the Zoning Board of Adjustment
- Borough Assessor
- Borough Engineer
- Chief Financial Officer
- Community Services Director
- Fire Official
- Fire Safety Official
- Minutes Clerk
- Police Executive Administrative Assistant
- Police Secretary
- Public Works Director
- Recreation Coordinator
- Tax Collector
- Utility Clerk
- Zoning & Code Enforcement Officer

And,

**BE IT FURTHER RESOLVED**, all Deputy Custodian of Records shall comply with provisions set forth in the Open Public Records Act, as amended, and shall advise the Borough Clerk of any concerns that may arise in fulfilling a request for government records; and

**BE IT FURTHER RESOLVED**, that all requests for government records, together with the written responses and records, shall be maintained by the Borough Clerk of the Borough of Chatham in accordance with the prescribed Records Retention Schedule promulgated by the State of New Jersey; and

**BE IT FURTHER RESOLVED**, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

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## **RESOLUTION # 21-51**

### **RESOLUTION DESIGNATING THE MADISON CONSTRUCTION TECHNICAL ASSISTANT AS DEPUTY RECORDS CUSTODIAN FOR BOROUGH OF CHATHAM CONSTRUCTION RECORDS**

**WHEREAS**, the Borough of Chatham and the Borough of Madison are parties to a shared service agreement whereby Madison Borough provides Chatham Borough with all state-mandated Uniform Construction Code Services; and

**WHEREAS**, because of said shared service agreement, Chatham Borough's construction records are physically located in Madison; and

**WHEREAS**, the Mayor and Borough Council wish to designate the Madison Construction Technical Assistant as a Deputy Records Custodian to assist the Chatham Borough Custodian of Records in the performance of duties related to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., in connection with requests for Chatham Borough construction records.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they hereby designate the Madison Construction Technical Assistant as a Deputy Records Custodian to assist the Chatham Borough Custodian of Records in the performance of duties related to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., regarding requests for Chatham Borough construction records.

**BE IT FURTHER RESOLVED**, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

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**RESOLUTION #21-52**

**RESOLUTION APPOINTING STEVE DAVENPORT AS COORDINATOR AND, SAM FRANCIS, STEPHEN W. WILLIAMS AND KAREN KORONKIEWICZ AS DEPUTY COORDINATORS FOR THE OFFICE OF EMERGENCY MANAGEMENT IN THE BOROUGH OF CHATHAM**

**WHEREAS**, there is a need in the Borough of Chatham for an Emergency Management Coordinator, and

**WHEREAS**, the Council of the Borough of Chatham wishes to appoint Steve Davenport as Coordinator of same;

**BE IT RESOLVED**, that Steve Davenport is hereby appointed as Coordinator of the Local Emergency Planning Council;

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that Steve Davenport recommends the appointment of Sam Francis as the Senior Deputy Coordinator and Stephen W. Williams and Karen Koronkiewicz as the Deputy Coordinators for the Chatham Borough Office of Emergency Management.

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**RESOLUTION #21-53**

**RESOLUTION APPOINTING MEMBERS TO THE OFFICE OF EMERGENCY MANAGEMENT FOR THE 2021 CALENDAR YEAR PURSUANT TO N.J.S.A. App. 40A:9-41**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham approve the following list of appointments to the Office of Emergency Management as authorized by N.J.S.A. App. 40A:9-41 for calendar year 2021:

**Office of Emergency Management**

Steve Davenport	Office of Emergency Management Coordinator, CES Captain
Sam Francis	Senior Deputy OEM Coordinator
Stephen W. Williams	Borough Administrator, Deputy OEM Coordinator/Public Information Officer
Michael F. Lemons	Emergency Squad Captain
Brian Gibbons	Police Chief
Jeffrey Fricke	Fire Chief

Thaddeus J. Kobylarz	Mayor
Carolyn Dempsey	Borough Council President
Karen Koronkiewicz	Council Member, Public Safety Committee Chair, and Deputy Coordinator
Vince DeNave	Borough Engineer
Lisa DeRosa	Chatham Borough Board of Health
Megan Avallone	Health Officer, Westfield Regional Department of Health
Claudio Perez	Senior Disaster Program Manager, American Red Cross
Laurie Morse	Morris County Government Liaison, American Red Cross
Dr. Michael LaSusa	Superintendent of Schools
Chris Manak	Superintendent, Madison-Chatham Joint Meeting
James L. Lott, Jr., Esq.	Borough Attorney
Erminio (Tony) Torello	Director of Public Works

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**RESOLUTION # 21-54**

**APPOINTING KAREN FORNARO AS THE QUALIFIED PURCHASING AGENT FOR THE BOROUGH OF CHATHAM FOR CALENDAR YEAR 2021**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham, in the County of Morris, that Karen Fornaro is hereby appointed as the Qualified Purchasing Agent for the Borough of Chatham.

**BE IT FURTHER RESOLVED**, pursuant with N.J.A.C. 5:34-5.2 the Borough Clerk is hereby directed to forward a certified copy of this resolution and a copy of Karen Fornaro certification to the Director of the Division of Local Government Services.

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**CONTRACTS/SHARED SERVICES**

**RESOLUTION # 21-55**

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A 2021 SERVICE AGREEMENT WITH THE MADISON AREA YMCA FOR PROJECT COMMUNITY PRIDE**

**WHEREAS**, the Borough of Chatham desires to renew the agreement with the Madison Area YMCA (“YMCA”) to provide certain cognitive behavioral counseling services to children and teens attending Chatham schools and/or living in Chatham Borough and their families (“Borough residents”) for calendar year 2021; and

**WHEREAS**, the YMCA desires to render said services to Borough residents as set forth in the Service Agreement; and

**WHEREAS**, the contract amount shall not exceed \$30,600.00; and

**WHEREAS**, the Chief Financial Officer has confirmed that sufficient funds are available in the Project Community Pride Current Fund Account #1-01-25-240-298 for the award of this contract, contingent on the approval of the 2021 Budget.

**BE IT RESOLVED**, by the Council of the Borough of Chatham that the Mayor is hereby authorized to execute the 2021 Service Agreement with the Madison Area YMCA to provide cognitive behavioral counseling services to Borough residents as set forth in the Agreement; and

**BE IT FURTHER RESOLVED**, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

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**RESOLUTION # 21-56**

**RESOLUTION FOR A PROGRAM TO PROVIDE RECREATIONAL OPPORTUNITIES FOR PEOPLE WITH DISABILITIES OF ALL AGES**

**WHEREAS**, there has been created a Morris County Adaptive Recreation Program (McARP); and

**WHEREAS**, said program intends to provide recreational opportunities for people with disabilities of all ages, and further to give said persons an opportunity to explore new leisure time opportunities in conjunction with their age and specific abilities; and

**WHEREAS**, the Borough of Chatham's costs with respect thereto shall not exceed \$1,700.00 according to the Fair Share Ratio schedule, and

**WHEREAS**, the Chief Financial Officer has confirmed that sufficient funds are available in Current Fund Account 0-01-28-370-233 for the award of this contract, contingent upon the approval of the 2021 Budget.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Borough of Chatham hereby intends to continue to participate in the recreation program of McARP as described herein and to contribute thereto in the amount not to exceed the Fair Share Assessment for one year.

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**FINANCE**

**RESOLUTION # 21-57**

**RESOLUTION AUTHORIZING CHANGE IN CLAIMANT SIGNATURE REQUIREMENT**

**WHEREAS**, N.J.S.A. 40A:5-16 requires that the governing body of any local unit shall not pay out of its monies unless:

(a) the person claiming or receiving payment first presents a detailed bill of items or demand, specifying particularly how the bill or demand is made up (the Invoice), with the certification of the party claiming payment that the bill or demand is correct (the Claimant Certification).

(b) the payment carries a written or electronic certification of some officer or duly designated employee of the local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit (certification of the user department).

**WHEREAS**, N.J.A.C. 5:30-9A.6(c), N.J.A.C. 5:31-4.1, and Local Finance Notice 2018-13 gives local units discretion to not require claimant certification by enacting a standard policy by resolution for vendors or claimants who do not provide such certification as part of its normal course of business; and

**WHEREAS**, the Chief Financial Officer has in place internal accounting controls and has determined same to be sufficient to avoid errors and fraud in the processing of claims for payment.

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council in the Borough of Chatham, in the County of Morris, State of New Jersey that is hereby establishes a policy requiring the claimant signature under the following circumstances only:

1. Advances or reimbursement of employee expenses, and
2. Services provided exclusively and entirely by an individual (e.g. sole proprietors)
3. The local unit shall have the discretion to require claimant certification as it deems necessary and appropriate.

**BE IT FURTHER RESOLVED**, this policy will be applied in a non-arbitrary fashion and will be affirmatively communicated to vendors.

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## **RESOLUTION # 21-58**

### **RESOLUTION SETTING FEES FOR DELINQUENT TAXES**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that pursuant to N.J.S.A. 54:4-67 the rate of interest on delinquent taxes and installments of assessments for local improvements shall be eight (8%) percent per annum of the first \$1,500.00 and eighteen (18%) percent per annum on any amounts in excess of \$1,500.00, an additional six (6%) percent per annum for those properties whose delinquency of taxes equals or exceeds \$10,000.00, except that the Tax Collector is hereby authorized to waive the collection of interest for a period not exceeding ten calendar days after the due date for current taxes in each quarter, i.e., February first, May first, August first and November first.

**BE IT FURTHER RESOLVED**, that there will be a \$5.00 charge for a duplicate copy of a property tax bill.

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## **RESOLUTION # 21-59**

### **RESOLUTION ESTABLISHING THE PAY FREQUENCY FOR BOROUGH EMPLOYEES**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Chief Financial Officer is hereby authorized to pay Borough employees from the Borough of Chatham Payroll Account semi-monthly and that all payroll checks shall be signed by the Chief Financial Officer, the Assistant Finance Officer, or Accounts Payable Clerk or Borough Administrator.

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## **RESOLUTION # 21-60**

### **RESOLUTION REQUESTING APPROVAL OF THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES TO CHANGE THE CUSTODIAN OF PETTY CASH FUND FOR THE CHATHAM BOROUGH DEPARTMENT OF PUBLIC WORKS AND POLICE DEPARTMENT**

**WHEREAS**, N.J.S.A 40A:5-21 authorizes the establishment of a Petty Cash Fund; and

**WHEREAS**, Robert Venezia was custodian of the Public Works Petty Cash Fund and John Drake was the custodian of the Police Department's Petty Cash Fund; and

**WHEREAS**, in accordance with N.J.S.A. 40:5-21, the Borough Council of the Borough of Chatham is changing custodian for the Department of Public Works Petty Cash Fund to Erminio (Tony) Torello and the Police Department Petty Cash Fund to Chief Brian Gibbons; and

**WHEREAS**, Erminio (Tony) Torello and Chief Brian Gibbons are both bonded by virtue of a surety bond.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham, County of Morris, State of New Jersey hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

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**RESOLUTION # 21-61**

**RESOLUTION REQUESTING APPROVAL OF THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES TO INCREASE AND CHANGE THE MONETARY AMOUNT OF PETTY CASH FUND FOR THE CHATHAM BOROUGH POLICE DEPARTMENT**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund; and

**WHEREAS**, it is the desire of the Borough Council of the Borough of Chatham, County of Morris that the Petty Cash Fund for the Chatham Borough Police Department be increased from \$100.00 to \$400.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham, County of Morris, State of New Jersey, hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

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**RESOLUTION # 21-62**

**RESOLUTION TO ESTABLISH PETTY CASH FUNDS AND CHANGE FUNDS FOR CALENDAR YEAR 2021**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund; and

**WHEREAS**, it is the desire of the Council of the Borough of Chatham that the following Petty Cash Funds and Change Funds be established:

<u>CASH FUND</u>	<u>AMOUNT</u>	<u>CUSTODIAN</u>
Administration	\$100	Cheri Morris
Police Department	\$400	Chief Brian Gibbons
Public Works Department	\$100	Erminio (Tony) Torello
<u>CHANGE FUND</u>	<u>AMOUNT</u>	<u>CUSTODIAN</u>
Tax Collector	\$200	Madeline L. Polidor-LeBoeuf
Recreation	\$100	Carol Nauta

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the herein referenced Cash Funds and Change Funds shall be established; and

**BE IT FURTHER RESOLVED**, that the Custodians of the Funds shall be required to be bonded in an amount not less than \$1,000 and will maintain said funds in accordance with the laws and regulations covering its operation.

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**RESOLUTION #21-63**

**RESOLUTION DESIGNATING DEPOSITORIES AND CHECK SIGNATURE AUTHORIZATION**

**WHEREAS**, revised statutes 40A:5-15 of the State of New Jersey provide that the Governing Body of every municipality shall designate the depository or depositories wherein all public monies and other funds of the municipality shall be kept.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following financial institutions are designated as the depositories wherein all such public monies and funds shall be deposited to the credit of the Borough of Chatham and the custodian shall be:

Bank of America  
HSBC Bank  
Investors Bank  
J.P. Morgan Chase Bank  
Kearny Bank  
Lakeland Bank  
Millington Bank  
NJ Arbitrage Rebate Management Program (NJARM)  
Peapack-Gladstone Bank  
PNC Bank  
State of New Jersey Cash Management Fund  
TD Bank  
The Provident Bank  
Valley Bank  
Wells Fargo Bank

And,

**BE IT FURTHER RESOLVED**, by the Borough Council of the Borough of Chatham that one signature from each of the following three groups of officials is required on checks and drafts of the Borough of Chatham, with the exception of checks to transfer funds from interim accounts to regular accounts of the Borough and to refund deposits or to pay dedicated funds to appropriate state agencies in which cases only the signature of the Chief Financial Officer, Administrator or Assistant Finance Officer is required:

**Group I**

Thaddeus J. Kobylarz, Mayor, or the Council President

**Group II**

Stephen W. Williams, Borough Administrator, or Vince DeNave, Borough Engineer

**Group III**

Karen Fornaro, Chief Financial Officer, or Anne Mandal, Accounts Payable Clerk

And,

**BE IT FURTHER RESOLVED**, that the Borough of Chatham hereby authorizes and directs Investors Bank to accept and payout of the monies on deposit with said Bank to the credit of this Borough any and all checks drawn from the Claims account upon said Bank in the name of this Borough bearing the facsimile signature(s) of its officer(s) now or hereafter authorized to sign checks on behalf of the Borough of Chatham, no matter by whom or how said facsimile signature(s) shall have been impressed thereon, the said facsimile signature(s) to be in the form of a specimen furnished to said Bank.

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**RESOLUTION #21-64**

**RESOLUTION AUTHORIZING INVESTMENT OF IDLE ACCOUNTS**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham, New Jersey that the Chief Financial Officer be authorized to invest idle Borough of Chatham funds from the Water Department,

Sewer Department, Current Account and Trust Account at the best rate of interest available at the time, in the following institutions:

Bank of America  
HSBC Bank  
Investors Bank  
J.P. Morgan Chase Bank  
Kearny Bank  
Lakeland Bank  
Millington Bank  
NJ Arbitrage Rebate Management Program (NJARM)  
Peapack-Gladstone Bank  
PNC Bank  
State of New Jersey Cash Management Fund  
TD Bank  
The Provident Bank  
Valley Bank  
Wells Fargo Bank

And,

**BE IT FURTHER RESOLVED**, that various other financial institutions may be utilized for borrowing or investment purposes, provided such institutions have furnished the Borough with proof of their approval as a depository of public funds by the State of New Jersey.

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**RESOLUTION #21-65**

**RESOLUTION APPOINTING THE CHIEF FINANCIAL OFFICER AS THE BOROUGH'S EMPLOYER SPONSOR TO THE SECTION 457 DEFERRED COMPENSATION PLAN FOR THE YEAR 2021**

**WHEREAS**, pursuant to the Section 457 deferred compensation plan, the Mayor and Council must appoint an employer sponsor to represent the Borough in the plan, and that said appointment must be made by resolution.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Karen Fornaro, the Chief Financial Officer, is hereby appointed as Employer Sponsor to the Section 457 deferred compensation plan for 2021.

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**RESOLUTION # 21-66**

**RESOLUTION AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND HEALTH BENEFITS**

**WHEREAS**, Employee Health Insurance must be paid at the time bills are submitted.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Chief Financial Officer is hereby authorized to disburse the monies due at the time bills are submitted and same shall be included on the current bill list with vouchers attached.

## **RESOLUTION # 21-67**

### **RESOLUTION ESTABLISHING A CASH MANAGEMENT PLAN**

**WHEREAS**, it is in the best interests of the Borough of Chatham to earn additional revenue through the investment and prudent management of its cash receipts; and

**WHEREAS**, P.L. 1983, Chapter 8, approved January 18, 1983, is an act concerning the Local Fiscal Affairs law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-15; and

**WHEREAS**, this law requires that each local unit shall adopt a cash management plan.

**BE IT RESOLVED**, that the following shall constitute the Cash Management Plan for the Borough of Chatham and the Borough of Chatham shall deposit and manage its funds pursuant to this plan:

#### **DEFINITIONS:**

1. Governing Body shall mean the Mayor and Council of the Borough of Chatham.
2. Chief Financial Officer shall mean the Chief Financial Officer of the Borough of Chatham.
3. Fiscal Year shall mean the twelve-month period ending December 31.
4. Cash Management Plan shall mean that plan as approved by resolution by the Council of the Borough of Chatham

#### **DESIGNATION OF DEPOSITORIES:**

1. At least once each fiscal year at its organization meeting, the Council shall, by resolution, designate the depositories for the Borough in accordance with N.J.S.A. 40A:5-15.
2. Designated official depositories are required to submit to the Chief Financial Officer, a copy of the Governmental Unit Deposit Protection Act Notification of eligibility, which is filed semi-annually with the Department of Banking each June 30 and December 31.

#### **CASH MANAGEMENT:**

1. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15.
2. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
3. The method of calculating banking fees and compensating balances shall be reviewed at least annually.
4. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.
5. Change Funds will be balanced at every deposit. Only bonded personnel will have access to the fund. The auditing firm does a random cash count at least twice a year.

#### **PERMISSIBLE INVESTMENTS:**

The Chief Financial Officer shall invest at his/her discretion in any securities approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15-1.

#### **AUTHORITY TO INVEST:**

The Council, at its organization meeting, shall pass a resolution designating the Borough officer(s) who shall make and be responsible for municipal deposits and investments.

#### **RECORDS AND REPORTS:**

1. The Chief Financial Officer shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum, the Chief Financial Officer shall:
  - Keep a record of all investments

- Keep a cash position record, which reveals on a daily basis, the status of the Borough's cash in its bank accounts.
- Report investments to the Council at regularly scheduled meetings of the governing body.
- Report monthly to the Council as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

AUDIT REQUIREMENT:

1. The Cash Management Plan shall be subject to an annual audit conducted pursuant to N.J.S.A. 40A:5-15.2.

**RESOLUTION # 21-68**

**RESOLUTION DESIGNATING THE CHIEF FINANCIAL OFFICER AS THE RESPONSIBLE AUTHORITY FOR MUNICIPAL DEPOSITS AND INVESTMENTS FOR THE BOROUGH OF CHATHAM**

**WHEREAS**, the Local Fiscal Affairs Law, N.J.S.A. 40A:5-1 et al., requires that each local unit shall adopt a Cash Management Plan; and

**WHEREAS**, Resolution #21-63 establishes a Cash Management Plan for the Borough of Chatham and further requires that the Council, at its organization meeting, shall pass a resolution designating the Borough officer(s) who shall make and be responsible for municipal deposits and investments.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it hereby designates Karen Fornaro, Chief Financial Officer, as the Borough officer who shall make and be responsible for municipal deposits and investments for the Borough of Chatham.

**RESOLUTION # 21-69**

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR INVESTMENT AND PAYMENT OF CAPITAL DEBT**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Chief Financial Officer is hereby authorized to wire transfer funds for investment and payment of capital debt, as they become available, provided that all investments are reported to the Mayor and Council.

**RESOLUTION # 21-70**

**RESOLUTION ADOPTING THE 2021 FEE SCHEDULE**

**WHEREAS**, the Borough of Chatham desires to establish a schedule of fees for calendar year 2021 to set rates for permits, fees, applications, and miscellaneous services of the Borough; and

**WHEREAS**, there is a need to amend the 2021 Fee Schedule to add the following Zoning fees:

Add new

<u>Zoning Fees</u>	<u>Fee Amount</u>
Deck	\$50.00
Pool/Hot Tub	\$50.00
Air Conditioning Units/Generators	\$50.00
Residential - Addition/Detached Garage	\$150.00
Residential – New Dwelling	\$300.00

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the schedule of fees, attached hereto and made part of this Resolution, shall be established for calendar year 2021; and

**BE IT FURTHER RESOLVED**, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

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**RESOLUTION # 21-71**

**RESOLUTION AUTHORIZING PRE-PAYMENT OF MORRIS COUNTY TAXES**

**WHEREAS**, Morris County taxes are due quarterly on February 15, May 15, August 15, and November 15, 2021.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Chief Financial Officer is hereby authorized to pre-pay these quarterly payments.

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**RESOLUTION # 21-72**

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO DISBURSE FUNDS FOR THE PAYMENT OF STATUTORY EXPENSES**

**BE IT RESOLVED**, by the Borough of Chatham that the Chief Financial Officer is hereby authorized to disburse funds for payment of statutory expenses as they become due, provided that such disbursements are reported to the Mayor and Council.

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**RESOLUTION #21-73**

**RESOLUTION TO DESIGNATE SIGNATORIES ON THE FOLLOWING BANK ACCOUNTS**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the signatures of one of the three below named officials are required for the issuance of checks and drafts from the following referenced accounts:

Karen Fornaro, Chief Financial Officer  
Anne Mandal, Accounts Payable Clerk  
Tyrina Cittrich, Assistant Finance Officer

INVESTORS BANK

Agency Payroll	Net Payroll Account
Animal Control	Open Space Trust
Current Fund (General)	Recreation
COAH Trust	Solid Waste
General Capital	Special Law Enforcement
General Trust	Special Police (Off Duty)
	Unemployment
	Water Capital
	Water Operating

PEAPACK-GLADSTONE BANK (Investment Accounts)

General  
General Capital  
General Trust  
Money Market

Solid Waste  
Water Capital  
PEAPACK-GLADSTONE BANK (Non-investment Account)  
Parking Account

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**RESOLUTION #21-74**

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO ACCEPT CREDIT CARD PAYMENTS IN CONNECTION WITH RECREATION PROGRAM FEES, PARKING FEES, ANIMAL LICENSING, AND ALARMS AND TO AUTHORIZE AND TO PAY FOR THE SERVICE CHARGES THEREON**

**WHEREAS**, the Borough of Chatham accepts credit cards for the payment of recreation program fees into its Recreation Account at Investors Bank; and

**WHEREAS**, recreation program online credit card service fees are charged electronically once a month by the Borough of Chatham's merchant account, Heartland, directly to the recreation department account set forth above and are offset by the recreation fees collected; and

**WHEREAS**, the Borough of Chatham accepts parking machine credit cards for the payment of parking fees into its General/Parking Accounts at Investors Bank and Peapack-Gladstone Bank; and

**WHEREAS**, parking service fees are charged electronically by the Borough of Chatham's merchant account, Heartland, through the Borough of Chatham's banking service compensating balance account; and

**WHEREAS**, the collection of these fees is facilitated by the merchant account with Heartland and duly deposited into the respective accounts at Investors Bank; and

**WHEREAS**, N.J.A.C. 5:30-9.9 and 5:30-9.10 by ordinance or resolution authorize the Borough of Chatham, through its Chief Financial Officer, to approve and to pay for the service charges on electronic receipt transactions, without the need to voucher the provider.

**BE IT RESOLVED**, that the Council of the Borough of Chatham authorizes the Chief Financial Officer to accept credit card payments in connection with recreation program fees and parking fees and to authorize and to pay for the service charges thereon in accordance with the procedures established by the Borough of Chatham for setting the collection of such fees and for the payment of the electronic service charges with respect to the use of credit cards online for recreation programs or by use of the parking machines.

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**RESOLUTION #21-75**

**RESOLUTION AUTHORIZING THE BOROUGH ADMINISTRATOR TO APPROVE PARKING REFUNDS IN THE AMOUNT NOT TO EXCEED \$500.00, CANCEL TAX OVERPAYMENTS, APPROVE COMMUNITY GARDEN REFUNDS AND RECREATION FEE REFUNDS**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough Administrator to approve parking refunds not to exceed \$500.00, cancel tax overpayments, approve Community Garden refunds and Recreation fee refunds.

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**RESOLUTION #21-76**

**RESOLUTION RE-ESTABLISHING DEDICATION BY RIDER TRUST FUND ACCOUNTS**

**WHEREAS**, pursuant to N.J.S.A. 40A:4-39, the Director of Local Government Services approved the following Dedication by Rider Trust Fund Accounts for the Borough of Chatham for certain programs when the receipt of revenues are not subject to reasonably accurate estimates in advance of the adoption of the municipal budget:

<u>Revenue Title</u>	<u>LGS Approval Date</u>
Housing and Community Development Act of 1974	08-Jan-76
Recycling Program	24-Jan-86
Developer’s Escrow Fund (N.J.S.A. 40:55D-53.1)	03-Mar-87
Disposal of Forfeited Property	21-Mar-88
Parking Offenses Adjudication Act	07-May-93
Developer’s Fees – Housing Trust Funds	05-May-00
Open Space, Recreation, Farmland and Historic Preservation Trust	21-Dec-01
September 11, 2001 World Trade Center Donations (N.J.S.A.40A:5-29)	14-Feb-02
Outside Employment of Off-Duty Municipal Police Officers	18-Jan-02
Recreation Trust Fund	18-Jan-02
Donations Open Space Trust (N.J.S.A. 40A:5-29)	29-Jan-02
Storm Recovery Trust Fund (N.J.S.A. 40A:4-62.1)	23-Oct-02
Uniform Fire Safety Act Penalty Monies (N.J.S.A.552:27D-192)	23-Oct-02
Accumulated Absences (N.J.A.C.5:30-15)	10-Aug-05
Municipal Public Defender	17-Apr-07
Drug & Alcohol Training and Equipment (from Estate of Kevin Coughlin Donations)	18-Feb-09
Arts Council Donations	06-Mar-09
Green Team Donations	04-Oct-13
Bringing Back the White Lights Campaign Donations	23-Oct-13
“Explore Chatham” Photography Contest Donations	31-Oct-13
Chatham Spring Clean (MyChathamNJ) Donations	31-Jan-14
Bee Garden Trust Donations	04-Sep-14
Monuments & Memorials Donations	21-Sep-15
Fishawack Trust Fund	14-Dec-15
Shade Tree Trust Fund	02-Nov-18
Estate of John M. Kruski Donation	24-Jan-19
Stanley Congregational Church Donation	[pending DLGS approval]

**BE IT RESOLVED** by the Mayor and Council of the Borough of Chatham, that they hereby re-establish the herein-referenced Dedication by Rider Trust Accounts for the exclusive purpose of depositing and expending funds paid by individuals to offset the costs of operating municipal programs.

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**LAW & PUBLIC SAFETY**

**RESOLUTION #21-77**

**RESOLUTION AFFIRMING THE BOROUGH OF CHATHAM’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

**WHEREAS**, it is the policy of the Borough of Chatham to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

**WHEREAS**, the Council of the Borough of Chatham has determined that certain procedures need to be established to accomplish this policy.

**BE IT RESOLVED**, by the Council of the Borough of Chatham that:

Section 1. No official, employee, appointee, or volunteer of the Borough of Chatham by whatever title known, or any entity that is in any way a part of the Borough of Chatham shall engage, either directly or indirectly in any act, including the failure to act, that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Chatham's business or using the facilities or property of the Borough of Chatham.

Section 2. The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Chatham to provide services that otherwise could be performed by the Borough of Chatham.

Section 3. Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4. The Borough Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5. No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6. The Borough Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough of Chatham as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7. The Borough Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8. At least annually, the Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Chatham. This communication shall include a statement from the Council expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of Chatham's website.

Section 9. This resolution shall take effect immediately.

Section 10. A copy of this resolution shall be published in the official newspapers of the Borough of Chatham in order for the public to be made aware of this policy and the Borough of Chatham's commitment to the implementation and enforcement of this policy.

## **RESOLUTION # 21-78**

### **RESOLUTION FOR POLICE OFF-DUTY EMPLOYMENT**

**WHEREAS**, the Borough of Chatham has determined that a policy is needed to manage temporary off-duty police work by establishing requirements for private employers, as defined herein, to follow when the services of off-duty police are required; and

**WHEREAS**, management of off-duty police work requires established payment schedules, timetables for making requests, hourly rates for off-duty police officers, Workers' Compensation coverage, liability insurance coverage and fees for the use of municipal vehicles; and

**WHEREAS**, the Borough, by previous resolution, has entered into a contract with Jobs4Blue to administer all aspects of the Borough Police Department's off-duty program, including scheduling, billing and collections; and

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that any private employer must adhere to the requirements established in the contract between the Borough and Jobs4Blue and the following provisions:

1. For purposes of this Resolution, the term private employer shall mean any entity, public or private, other than the Borough of Chatham that is hiring a police officer of the Borough of Chatham to provide security, traffic control, or other police-related services for the private employer's business, project or function.
2. Borough police officers may work for a private employer on their off-duty hours with the approval of the Chief of Police or his/her designee and provided that the Chief determines, in his/her sole discretion, that there are sufficient police personnel available for such work, that the off-duty work will not interfere with the needs of the Borough.
3. Any private employer desiring to retain the services of Borough police officers for off-duty police related services shall be required to enter into a contract with Jobs4Blue. Said contract shall include, but shall not be limited to, the nature of the duties to be performed, the location of said duties, the date and hours of service, the rate of payment for services of the officers, administrative fees to the Borough, and fees for the use of Borough-owned vehicles and equipment. Additionally, the Borough Administrator is hereby authorized to execute a contract for off-duty police related services with a private employer on behalf of the Borough in accordance with the terms and conditions of this Resolution.
4. The Borough imposes a two (2) hour minimum for off-duty police related services by a Borough police officer.
5. Any private employer requesting the services of a Borough police officer for off-duty police related services shall contact Jobs4Blue to schedule officers.
6. The Borough hereby establishes an escrow account dedicated to the payment of Borough police officers for off-duty police related services at the rate set forth herein. The Chief Financial Officer shall ensure exact funds for the payment of off-duty employees are deposited in the escrow account by Jobs4Blue.
7. If, at any time, the deposit in the escrow account is less than the amount of funds that are needed to pay for off-duty police related services, the Borough Administrator or his/her designee shall notify Jobs4Blue of same and ensure the account is replenished.
8. All Borough police officers performing off-duty police related services shall be required to submit pay slips to the Chief Financial Officer in a form approved by the Chief of Police and the Borough Administrator.

9. Chatham Borough marked police cars may be assigned to off-duty work by the Chief of Police, if available, for a daily fee of \$75.00. Rates for other equipment shall be established at the time of contracting.
10. The hourly rate to be paid to Borough police officers performing off-duty police related activity shall be the overtime rate of the top step patrol officer, per hour or part thereof in the amount of \$95.26 for the year 2021.
11. In addition to all other compensation paid to Borough police officers pursuant to this Resolution, the Borough shall be paid \$10.00 per hour or part thereof as an administrative fee for processing the payments by Jobs4Blue in order to issue additional checks to Borough police officers and to cover other administrative tasks associated with the provision of off-duty police related services to private employers.
12. A Borough police officer required to work in excess of eight (8) hours during a twenty-four (24) period shall receive premium pay in the amount of an additional \$10.00 per hour. The twenty-four-hour period begins at the start time of the officer's assignment.
13. Private employers will be billed a minimum of four (4) hours when work is cancelled with less than two hours' notice.
14. Private employers will be billed a minimum of four (4) hours for off-duty police related services that are scheduled for a duration of four (4) or more hours. The Borough Administrator and/or the Chief of Police, or his/her designee, may waive this requirement for good cause as may be demonstrated to the satisfaction of the Borough Administrator or Chief of Police.
15. Jobs4Blue shall ensure that all vendors possess Workers' Compensation coverage in the event an off-duty police officer is injured while working an approved off-duty assignment.
16. Private employers shall supply any traffic cones or other traffic control devices required for the job.
17. Jobs4Blue shall ensure all private employers submit a signed Indemnification and Hold Harmless Agreement and Certificate of Insurance from an insurance company authorized to do business in New Jersey with an A.M. Best Rating of A-(minus) or better. The Workers' Compensation and Employers' Liability coverage shall be in accordance with the laws of the State of New Jersey. The Commercial General Liability insurance coverage policy limits must be not less than \$1,000,000.00 per occurrence and \$2,000,000.00 general aggregate for bodily injury and property damage, including premises/operations and broad form contractual liability. Said Certificate shall name Chatham Borough as an additional insured for all coverages except Workers' Compensation.

**BE IT FURTHER RESOLVED**, that all Borough employees and officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

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## **RESOLUTION #21-79**

### **RESOLUTION LISTING AUTOMOBILE AND TRUCK TOWING CONTRACTORS TO BE UTILIZED BY THE POLICE DEPARTMENT ON A ROTATING BASIS FOR 2021 AND TO ESTABLISH A FEE SCHEDULE PURSUANT TO CHAPTER 256 OF THE CODE OF THE BOROUGH OF CHATHAM ENTITLED "TOWING"**

**WHEREAS**, Chapter 256 of the Code of the Borough of Chatham, entitled "Towing", establishes "Fee Schedules" for Towing.

**BE IT RESOLVED**, by the Council of the Borough of Chatham, pursuant to Chapter 256 of the Code of the Borough of Chatham, entitled “Towing,” and upon the recommendation of the Police Department, as follows:

1. The following automobile towing contractors are to be utilized by the Police Department on a rotating basis through December 31, 2021, or until further resolution by the Council, whichever is later.

**AUTOMOBILE TOWING**

Bauer Automotive	27 Watchung Avenue, Chatham, NJ 07928
Specialized AutoCraft	19 Ogden Street, Chatham, NJ 07928
DeFalco’s Instant Towing	26 Commerce Street, Chatham, NJ 07928

2. The following truck towing contractors are to be utilized by the Police Department on a rotating basis through December 31, 2021, or until further resolution by the Council, whichever is later.

**TRUCK TOWING**

Bauer Automotive	27 Watchung Avenue, Chatham, NJ 07928
DeFalco’s Instant Towing	26 Commerce Street, Chatham, NJ 07928

And,

**BE IT FURTHER RESOLVED**, that all towing contractors shall be subject to the Borough of Chatham’s towing ordinance.

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**PERSONNEL**

**RESOLUTION # 21-80**

**RESOLUTION TO APPROVE REVISED BOROUGH OF CHATHAM PERSONNEL POLICIES AND PRACTICES HANDBOOK**

**WHEREAS**, the Borough of Chatham participates in the Morris County Joint Insurance Fund’s (“MCJIF”) model employment practices risk control program; and

**WHEREAS**, in accordance with MCJIF’s employment practices risk control program, the Mayor and Borough Council wish to approve the revised Borough of Chatham Personnel Policies and Practices Handbook.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the revised Borough of Chatham Personnel Policies and Practices Handbook is approved and adopted in its entirety; and

**BE IT FURTHER RESOLVED**, that the Personnel Policies and Practices Handbook may be further amended and supplemented from time to time upon the recommendation of the Borough Administrator and subsequent approval by the Borough Council; and

**BE IT FURTHER RESOLVED**, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

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**RECREATION**

**RESOLUTION # 21-81**

**RESOLUTION ADOPTING POLICY & PROCEDURES GOVERNING INITIAL AND SUPPLEMENTAL BACKGROUND CHECKS FOR CHATHAM BOROUGH RECREATION PROGRAM VOLUNTEERS AND EMPLOYEES**

**WHEREAS**, by Resolution #14-148 dated March 10, 2014, the Mayor and Borough Council of the Borough of Chatham adopted a policy and procedures governing initial and supplemental background checks for Chatham Borough Recreation Program volunteers and employees.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it does hereby adopt the policy and procedures governing initial and supplemental background checks for Chatham Borough Recreation Program volunteers and employees for calendar year 2021; and,

**BE IT FURTHER RESOLVED**, that all Borough of Chatham officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this resolution.

**RESOLUTION # 21-82**

**RESOLUTION APPROVING CERTAIN HOURS FOR SCHEDULING ORGANIZED PLAY AT LUM ARTIFICIAL TURF FIELD AND THE POSTING OF “NO PETS ALLOWED” SIGNAGE AND THE USE OF TEMPORARY LIGHTS**

**WHEREAS**, the Governing Body has undertaken due diligence regarding the use of Lum Field for organized play and determined that field use must be limited to certain hours in the public interest.

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham authorize the use of Lum Field for organized play limited to the following hours based upon a weekly schedule as follows:

**When ECLC is in session:**

Weekdays:	3:30pm-8:00pm	no start of a new inning/quarter after 8 pm
Saturdays:	9:00am-6:00pm	no start of a new inning/quarter after 6 pm
Sundays:	1:00pm-6:00 pm	no start of a new inning/quarter after 6 pm

**When ECLC is not in session:**

Weekdays:	9:00am-8:00 pm	no start of a new inning/quarter after 8 pm
Saturdays:	9:00am-6:00 pm	no start of a new inning/quarter after 6 pm
Sundays:	1:00pm-6:00 pm	no start of a new inning/quarter after 6 pm

**BE IT FURTHER RESOLVED**, that the foregoing hours of use are subject to weather and lighting conditions for safe play; and

**BE IT FURTHER RESOLVED**, that portable and temporary light units will be allowed in 2021 on no more than three nights per week from 6 pm to 8:10 pm in the fall for football only and only as needed; and

**BE IT FURTHER RESOLVED**, play under the lights will not extend past 8:00 pm.; and

**BE IT FURTHER RESOLVED**, the lights shall be turned off at 8:10 pm.; and

**BE IT FURTHER RESOLVED**, the Borough Administrator is authorized to adjust the times and dates based on extenuating circumstances; and

**BE IT FURTHER RESOLVED**, that “NO PETS ARE ALLOWED” on Lum Field and appropriate signage will be placed at the field regarding this prohibition; and

**BE IT FURTHER RESOLVED**, that certain provisions of Chapter 79 entitled “Animal and Rabies Control,” specifically Section 79-10 entitled “Defiling or Damaging Property” and Section 79-11 entitled “Disposal of Pet Waste” as well as Section 79-18 entitled “Violations and Penalties” are incorporated into this Resolution by reference.

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**RESOLUTION # 21-83**

**RESOLUTION OF AGREEMENT FOR THE JOINT CHATHAM RECREATION PROGRAM FOR BASEBALL, SOFTBALL, FOOTBALL, FIELD HOCKEY, SOCCER, LACROSSE, BASKETBALL AND WRESTLING CLUBS**

**WHEREAS**, Chatham Borough (the “Borough”) and Chatham Township (the “Township”) have sponsored joint sports programs through the Joint Recreation Advisory Committee (the “Joint Chatham Recreation Program”) for over twenty years; and

**WHEREAS**, the Baseball Club of Chatham, N.J., Inc., the Chatham Basketball Club, Inc., the Chatham Field Hockey Club, Inc., the Chatham Football Club, Inc., the Softball Club of the Chathams, Inc., the Chatham United Soccer, Inc., the Chatham Youth Wrestling Club Association, Inc., and the Cougar Lacrosse Club, Inc. (collectively, the “Clubs”) are not-for-profit organizations that manage various sports programs for the Joint Chatham Recreation Program; and

**WHEREAS**, the Borough and the Township recognize that they will from time to time provide support and assistance to the Clubs through the Borough and Township’s respective designees; and

**WHEREAS**, the Borough and Township recognize that municipal and/or the School District of the Chathams facilities are needed to support participation; and

**WHEREAS**, the Clubs shall pay the facility maintenance trust fee that is recommended annually by the Joint Recreation Advisory Committee and established by the Chatham Township Committee and Chatham Borough Council that is considered ordinary and commensurate with the fee charged to other sports for same. The fee shall be paid within thirty (30) days from the activity registration closing date. All monies shall be deposited in a dedicated recreation trust account to be held and maintained by the Borough; and

**WHEREAS**, the Clubs agree to and shall obtain insurance and pay for insurance policy premiums that cover players, coaches and staff to include general liability, basic accident medical, catastrophic accident, directors’ and officers’ liability and excess liability in amounts satisfactory to the Borough and Township Administrators (limits not less than \$1,000,000 (one million dollars) and naming the Borough of Chatham and the Township of Chatham as additional insured parties); and

**WHEREAS**, the Clubs agree to indemnify, hold harmless and defend the Joint Recreation Advisory Committee, as well as the Borough, Township and School District of the Chathams, and their respective officials, employees, volunteers and agents, from any and all liabilities, claims, injuries (including death), losses or damages of whatever nature, arising out of or resulting from Club activities; and

**WHEREAS**, the Clubs shall be responsible for the collection of fees, purchase and issue of uniforms and equipment for all participants as well as the payment of officials and trainers; and

**WHEREAS**, the Clubs recognize that the Joint Recreation Advisory Committee, in consultation with the Borough, the Township and/or the School District of the Chathams, reserve the exclusive right to change the current facility use model regarding access, time and/or location as needed; and

**WHEREAS**, the Clubs agree to maintain communication with the Joint Recreation Advisory Committee regarding program philosophy, annual fees and any changes/additions to the current program content; and

**WHEREAS**, the Clubs agree to adopt and follow the grievance procedure and Code of Conduct approved by the Joint Chatham Recreation Advisory Committee; and

**WHEREAS**, the Clubs agree to comply with the Joint Chatham Recreation Program facility use policy, background check policy and procedures, and training certification (Rutgers S.A.F.E.T.Y. Clinic or evidence that of equivalent training); and

**WHEREAS**, the Clubs agree to provide the Borough and the Township, upon request, with the name and grade, parent names, addresses and e-mail addresses of all the seasonal participants to be used for Joint Chatham Recreation Program’s purposes only; and

**WHEREAS**, non-resident participants will not be added to programs without first obtaining the approval of the Joint Recreation Advisory Committee; and

**WHEREAS**, the Clubs agree that the Joint Recreation Advisory Committee’s designee(s) and liaison(s) shall be invited to attend the Clubs’ board meetings; and

**WHEREAS**, when requested by the Joint Recreation Advisory Committee, a representative of the Club’s board shall attend and participate in meetings of the Joint Chatham Recreation Advisory Committee as a non-voting member.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the above recitals are incorporated herein as though fully set forth; and

**BE IT FURTHER RESOLVED**, that the president of each of the Clubs, being authorized to sign on behalf of his/her respective Club, signs this Resolution and thereby agrees to all the terms and conditions set forth herein; and

**BE IT FURTHER RESOLVED**, that failure to follow the terms and conditions set forth herein could necessitate that the use of the Borough, Township and School District of the Chathams facilities could give the club unequal footing within their typical in-season for play or events; and

**BE IT FURTHER RESOLVED**, that this resolution will be effective on the date that the Chatham Township Committee adopts a companion resolution.

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**OTHER**

**RESOLUTION # 21-84**

**RESOLUTION AUTHORIZING MEMBERSHIP IN THE NEW JERSEY COUNCIL OF FARMERS AND COMMUNITIES FOR THE 2021 CALENDAR YEAR**

**WHEREAS**, the Governing Body of the Borough of Chatham has established a Farmers’ Market for the benefit of the community; and

**WHEREAS**, the selection and availability of farmers for the market can be expedited with the assistance of the New Jersey Council of Farmers and Communities (NJCFC); and

**WHEREAS**, membership in the New Jersey Council of Farmers and Communities also provides the following services:

1. Provide regional and local farmers’ markets advertising and promotional material
2. Assist with recruiting growers for our Farmers’ Market
3. Provide information on growers’ crop plans
4. Support and monitor the farm inspection program
5. Distribute market schedules of all participating markets, dates and times
6. Inspection of each member market once per season
7. Provide Jersey Fresh produce education in regard to season, varieties and growing requirements as well as verifying the source of produce sold at our market

**BE IT RESOLVED**, by the Council of the Borough of Chatham that participation by the Borough of Chatham in the County of Morris as member of the New Jersey Council of Farmers and Communities benefits and assists the Borough of Chatham in establishing a Farmers' Market and sustains New Jersey's agricultural resources while protecting farmland in our region; and

**BE IT FURTHER RESOLVED**, that the Borough Administrator, Clerk, Mayor or Market Manager are hereby authorized to complete, mail and sign the membership application.

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**RESOLUTION # 21-85**

**RESOLUTION APPROVING ANNUAL MEMBERSHIP IN DOWNTOWN NEW JERSEY**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that membership in Downtown New Jersey is hereby approved.

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**RESOLUTION # 21-86**

**RESOLUTION APPROVING THE RULES AND FEES FOR THE JOINT COMMUNITY GARDEN FOR THE 2021 CALENDAR YEAR**

**BE IT RESOLVED**, the Joint Community Garden rules attached and made part of this resolution are approved; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Chatham that the fees referenced in the 2021 Fee Resolution for the Joint Community Garden are approved; and:

**BE IT FURTHER RESOLVED**, that the Borough Administrator is authorized to approve refunds.

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**RESOLUTION # 21-87**

**RESOLUTION AUTHORIZING COMMUTER BUS PARKING AT DESIGNATED LOCATIONS IN PARKING LOT NO. 1 (RAILROAD PLAZA NORTH) FOR THE YEAR 2021**

**WHEREAS**, Resolution #17-225 adopted by the Mayor and Council on June 26, 2017 authorized commuter bus parking at designated locations in Parking Lot No. 1 (Railroad Plaza North) for Midtown Direct commuter bus service from the Borough during certain days and time for the period of July 10, 2017 through September 1, 2017 due to the disruption of NJ Transit service; and

**WHEREAS**, Resolution #20-84 adopted on January 6, 2020 extended the authorized commuter bus parking at designated locations in Parking Lot No. 1 (Railroad Plaza North) for Midtown Direct commuter bus service from the Borough during certain days and time through the end of the 2020 calendar year, and

**WHEREAS**, the Mayor and Council wish to continue to authorize commuter bus parking at the designated locations in Parking Lot No. 1 (Railroad Plaza North) Monday through Friday between the hours of 6:00 a.m. and 9:00 a.m. and 6:00 p.m. and 9:00 p.m., Monday through Friday, except holidays, for Midtown Direct commuter bus service, until such permission is revoked by duly adopted resolution of the Council; and

**WHEREAS**, in accordance with §139-60 of the Borough Code such designated locations shall be appropriately signed; and

**WHEREAS**, no other parking shall be permitted at such designated locations during said times.

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Chatham hereby authorize commuter bus parking at designated locations in Parking Lot No. 1 (Railroad Plaza North) in accordance with the terms and conditions of this Resolution; and

**BE IT FURTHER RESOLVED**, that all Borough employees and officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

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**RESOLUTION # 21-88**

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES  
EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment  
Decisions Under Title VII of the Civil Rights Act of 1964"**

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, that the Borough Council of the Borough of Chatham, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

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**CONSENT AGENDA VOTE – PART II**

Mayor Kobylarz asks Council Member \_\_\_\_\_ to proceed with the Resolutions listed on the Consent Agenda – Part II, Resolutions #20-29 through #20-88.

Council Member \_\_\_\_\_: I would like to make a motion to allow the resolution on this evening's Consent Agenda - Part II to be approved by consent of the Council.

Seconded by Council Member \_\_\_\_\_:

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**RESOLUTIONS REQUIRING A SEPARATE VOTE  
NON-ROUTINE/NON-CONSENT**

Mayor Kobylarz asks Council Member Resto to proceed with Resolution # 21-89.

Council Member Resto reads Resolution # 21-89 by title as follows:

**RESOLUTION #21-89**

[Requires Roll Call Vote]

**RESOLUTION EXTENDING DESIGNATION OF SV CHATHAM PO JV, LLC AS THE REDEVELOPER FOR THE POST OFFICE PLAZA REDEVELOPMENT AREA**

**WHEREAS**, the Local Redevelopment and Housing Law, *N.J.S.A. 40A:12A-1*, et seq., as amended and supplemented (“LRHL”), provides a process for municipalities to participate in the redevelopment and improvement of areas in need of redevelopment; and

**WHEREAS**, in accordance with the LRHL, the Council for the Borough of Chatham (the “Council”) designated properties located along Bowers Lane and South Passaic Avenue within the Post Office Plaza, shown on the Borough’s Tax Map as Block 121: Lots 10 through 13 and 17, Block 122: Lots 1, 2 and 12 through 18, as an area in need of redevelopment (the “Redevelopment Area”); and

**WHEREAS**, the Council adopted a Redevelopment Plan by Ordinance No. 19-10, adopted on April 22, 2019, for the Redevelopment Area (the “Redevelopment Plan”) which sets forth, *inter alia*, the plan for the redevelopment of the Redevelopment Area; and

**WHEREAS**, SV Chatham PO JV, LLC, the Redeveloper, an affiliate of KRE Group, Vertical Realty Capital and Stolar Capital Group, with an address of 225 Millburn Avenue, Millburn, New Jersey, was designated as redeveloper for the Redevelopment Area by Resolution 2019-238 on July 8, 2019; and

**WHEREAS**, the designation of Redeveloper was set to expire on January 8, 2020; and

**WHEREAS**, the developer and the Borough of Chatham entered into an Interim Cost Agreement on October 3, 2019, which was also set to expire on January 8, 2020; and

**WHEREAS**, both the Redeveloper designation and Interim Cost Agreement were further extended from January 8, 2020 to July 8, 2020 by Resolution # 19-355 adopted on December 19, 2019; and

**WHEREAS**, both the Redeveloper designation and Interim Cost Agreement were further extended from July 8, 2020 to January 8, 2021 by Resolution # 20-185 adopted on June 22, 2020; and

**WHEREAS**, the Council continues to desire that the Redevelopment Area be redeveloped by the Redeveloper in accordance with the Redevelopment Plan; and

**WHEREAS**, the Council desires that the designation of Redeveloper and the Interim Cost Agreement be extended for an additional six (6) months; and

**WHEREAS**, the Council is authorized to exercise all powers under the LRHL, pursuant to *N.J.S.A. 40A:12A-8*, including but not limited to the ability to negotiate with redevelopers to undertake redevelopment projects; and

**WHEREAS**, the Council and the Redeveloper shall have an additional period of six (6) months to agree on a specific development proposal and enter into a Redevelopment Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Council for the Borough of Chatham as follows: (i) the designation of SV Chatham PO JV, LLC as the Redeveloper of the Redevelopment Area shall continue; (ii) the Mayor, and Borough Council’s authorization to negotiate a Redevelopment Agreement with the Redeveloper shall continue; and (iii) authorizes the extension of the Interim Cost Agreement and (iv) Staff and consultants to the Borough are hereby authorized and directed to continue to take all other administrative actions to implement this Resolution as may be necessary and appropriate to accomplish its goals and intent.

**BE IT FURTHER RESOLVED**, that this Resolution shall be effective for a period of six (6) months from January 8, 2021 through July 08, 2021.

Council Member Resto: I offer the following Resolution and move its adoption.

Council Member \_\_\_\_\_ seconds the motion.

Mayor Kobylarz asks the Borough Clerk for a Roll Call Vote:

Name	Motion	Second	Yes	No	Abstain	Absent
Dempsey						
Mathiasen						
Koronkiewicz						
Treloar						
Resto						
Truilo						

Mayor Kobylarz asks Council Member Mathiasen to proceed with Resolution # 21-90.

Council Member Mathiasen reads Resolution # 21-90 as follows:

**RESOLUTION # 21-90**  
[Requires Roll Call vote]

**RESOLUTION TO ADOPT TEMPORARY 2021 BUDGET**

**WHEREAS**, N.J.S.A. 40:4-19, the Local Budget Act, provides that where any contracts commitments or payments are to be made prior to the final adoption of the 2021 Budget, temporary appropriations be made for the purposes of an amount required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of 2021; and

**WHEREAS**, the total appropriation in the 2020 Budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) are as follows:

General	\$13,363,250.00
Water Utility	\$1,495,230.00
Solid Waste Utility	\$823,359.00

**WHEREAS**, 26.25% of the total appropriations in the 2020 Budget less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2021 Budget are as follows:

General	\$3,507,853.00
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Water Utility	\$392,497.00
Solid Waste Utility	\$216,131.00

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham, County of Morris, that the following temporary appropriations shall be made and that the Borough Clerk shall provide a certified copy of this temporary 2021 budget resolution to the Chief Financial Officer for her records.

**CURRENT FUND 2021 TEMPORARY BUDGET**

<u>Account Description</u>	<u>2021 Temporary Budget</u>
ADMINISTRATIVE SALARIES	\$27,000.00
ADMIN & EXEC. O.E.	\$37,000.00
HUMAN RESOURCES SALARIES	\$7,350.00
HUMAN RESOURCES OE	\$2,100.00
MAYOR & COUNCIL EXPENSES	\$600.00
MAYOR & COUNCIL - OTHER EXPENSE	\$131.25
COMMUNITY SERVICES S&W	\$36,600.00
COMMUNITY SERVICES OE	\$4,500.00
BOROUGH CLERK SALARIES	\$39,000.00
BOROUGH CLERK O.E.	\$7,200.00
FINANCIAL ADMIN. SALARIES	\$23,000.00
FINANCIAL ADMIN. OE	\$18,000.00
AUDITOR OTHER SERVICES	\$9,450.00
TAX COLLECTION - SALARIES	\$16,500.00
TAX COLLECTION O.E.	\$1,600.00
ASSESSMENT - SALARIES	\$13,500.00
ASSESSMENT O.E.	\$7,000.00
LEGAL - MISCELLANEOUS	\$45,000.00
ENGINEERING SALARIES	\$15,500.00
ENGINEERING OE	\$1,500.00
PLANNING BOARD - SALARIES	\$13,000.00
O.E. PLANNING BOARD	\$6,000.00

BOARD OF ADJUSTMENT-SALARIES	\$13,000.00
BOARD OF ADJUSTMENT - O.E.	\$2,000.00
LIABILITY INSURANCE	\$47,000.00
WORKERS COMP. INSURANCE	\$47,000.00
GROUP INSURANCE	\$150,000.00
HEALTH BENEFIT WAIVER	\$11,800.00
SALARIES -POLICE	\$820,000.00
O.E. POLICE	\$47,000.00
AUTO PURCHASE	\$11,500.00
PROJECT PRIDE	\$7,800.00
PARKING ADMINISTRATIVE-SALARIES	\$30,000.00
PARKING ADMINISTRATIVE - OE	\$5,000.00
EMERGENCY MGMT. - SALARIES	\$1,500.00
O.E. EMERGENCY MGMT.	\$600.00
FIRE - SALARIES	\$12,600.00
O.E FIRE	\$21,000.00
FIRE SAFETY S & W	\$15,000.00
FIRE SAFETY OE	\$1,500.00
SALARIES PUBLIC WORKS	\$250,000.00
O.E. PUBLIC WORKS	\$45,000.00
BLDGS & GROUNDS O.E.	\$18,000.00
VEHICLE MAINTENANCE-SALARIES	\$26,000.00
VEHICLE MAINTENANCE O.E.	\$17,000.00
BOARD OF HEALTH - SALARIES	\$4,100.00
O.E. BOARD OF HEALTH	\$24,000.00
ENVIRONMENTAL - SALARIES	\$2,200.00
O.E. ENVIRONMENTAL COMMISSION	\$600.00
ANIMAL CONTROL SERVICES O.E.	\$525.00
RECREATION SALARIES	\$28,000.00

O.E. BOARD OF RECREATION	\$5,000.00
SR. CITIZENS CNTR. TRANSPORTATION	\$6,500.00
O.E. PARK MAINTENANCE	\$14,000.00
LIBRARY	\$250,000.00
FARMER'S MARKET S & W	\$2,800.00
FARMER'S MARKET OE	\$2,500.00
ELECTRICITY	\$18,000.00
STREET LIGHTING	\$17,000.00
TELEPHONE	\$14,700.00
NATURAL GAS	\$6,500.00
FUEL OIL	\$25.00
SEWAGE PROC & DISPOSAL S & W	\$28,000.00
SEWERAGE PROC & DISPOSAL O.E.	\$165,000.00
GASOLINE	\$19,950.00
P.E.R.S.	\$366,887.25
SOCIAL SECURITY TAXES	\$59,325.00
DCRP - EMPLOYERS MATCH	\$525.00
P.& F.R.S.	\$493,002.00
INTERLOCAL AGREEMENT-JOINT COURT	\$46,882.50
<b>TOTAL 2021 TEMPORARY BUDGET</b>	<b>\$3,507,853.00</b>

**WATER UTILITY 2021 TEMPORARY BUDGET**

<u>Account Description</u>	<u>2021 Temporary Budget</u>
WATER OPERATING SALARIES	\$166,000.00
WATER ADMIN. O.E.	\$124,000.00
PERS	\$89,797.00
F.I.C.A.	\$12,700.00
<b>TOTAL 2021 TEMPORARY BUDGET</b>	<b>\$392,497.00</b>

**SOLID WASTE UTILITY 2021 TEMPORARY BUDGET**

<u>Account Description</u>	<u>2021 Temporary Budget</u>
SOLID WASTE SALARIES	\$35,000.00
SOLID WASTE - O.E.	\$174,000.00
FICA	\$2,257.00
PERS	\$4,874.00
<b>TOTAL 2021 TEMPORARY BUDGET</b>	<b>\$216,131.00</b>

Council Member Mathiasen: I offer the following Resolution and move its adoption.

Council Member \_\_\_\_\_ seconds the motion.

Mayor Kobylarz asks the Borough Clerk for a Roll Call Vote:

Name	Motion	Second	Yes	No	Abstain	Absent
Dempsey						
Mathiasen						
Koronkiewicz						
Treloar						
Resto						
Truilo						

**ADJOURNMENT**